

BUSY BEES AND THE AFTER SCHOOL ACTIVITIES RISK ASSESSMENT POLICY

OVERVIEW

At Busy Bees and the after school activities, every reasonable action will be taken to promote the safety and wellbeing of children and staff. Our aim is always to keep all safe and to protect them from danger. Most activities could entail the **possibility** of harm but it would not in the interests of the balanced development of children to be over protective and by restricting and limiting their lives because of this. Staff must always be vigilant at all times and risk assessments will be carried out to identify activities and situations where there is a **probability** of danger in order that prompt and appropriate action can be taken to all safe. This policy sets out clear guidelines to ensure that in all situations, risk is carefully assessed so that reasonable action can be taken to ensure that children and staff are protected from **probable** sources of danger.

INTENT

1. To establish efficient and effective procedures for assessing risk and for keeping children and staff safe from danger and free from harm.
2. To identify and assess any probable sources of risk or danger and to take reasonable action to overcome them promptly and effectively.
3. To ensure that staff are trained and carry out risk assessments thoroughly and rigorously.
4. To ensure that any probable sources of risk and danger within the school or on the site are identified assessed and then to take prompt and appropriate action to make them safe
5. To ensure that appropriately trained members of staff are always present to lead and supervise all activities.
6. To ensure that, only appropriately qualified staff and coaches lead activities in which our children are involved in, especially in sport, games, gymnastic.
7. To ensure that risk assessments are carried out in line with this policy and that any appropriate paperwork is completed well in advance of planned activities to give the headteacher time to consider and approve the activity.

IMPLEMENTATION

1. At all times staff are expected to be vigilant and pro-active in carrying out assessments of risk for every activity they plan and undertake.
2. Regular risk assessments will be carried out to check the Busy Bees and the after school activities environment and equipment.
3. Only those with appropriate qualifications will lead specialist activities e.g. gymnastics, trampolining
4. Risk assessment should be carried out where specialist tools and equipment are used, especially for craft design technology, food technology (food allergies), physical education activities, games and sport and activities.
5. Appropriate levels of supervision of children and appropriate adult to child ratios must be maintained by staff at all times. Where activities carry higher levels of risk the adult to child ratio must be adjusted accordingly.
6. In a sensible and balanced manner, children should be made aware of the risks they might encounter and they should be taught how to identify risk so that they know how to keep themselves safe.
7. Busy Bees and the after school activities staff will at all times, act in 'loco parentis'- as a good and caring parent would- and ensure that common sense and sound professional judgement is applied in judging risk in all situations.
8. If in doubt about safety, staff should be cautious and remove everyone from the perceived danger.
9. Busy Bees and the after school activities will adopt current school risk assessments and additional assessment will be made to cover any other situations.

IMPACT

All at Busy Bees and the after school activities will do all they reasonably can to assess risk and then to keep children and staff free from risk of danger at all times when children are in our care. Our intention is to encourage the healthy growth and development of children by increasing their self confidence and helping them build an awareness of the risks they face as they engage with the world around them.

Revised and adopted by the Governing BodyDate.....Review
Date.....

Update November 2020