

LITTLE SPONGES MONTESSORI

RISK MANAGEMENT

POLICY STATEMENT

LITTLE SPONGES MONTESSORI aims to provide a safe, secure and healthy environment for all staff, children, parents, carers and visitors to the provision. We recognise that this policy alone cannot ensure safe, secure and healthy working conditions. Only good practice will ensure safety and security. It is everybody's responsibility to ensure that individual conduct ensures that our provision is as safe as it can reasonably be and that risk is managed to the benefit of all who participate here.

This Policy explains our approach to risk management and lists the responsibilities of the employer and staff. However, it is important to acknowledge that responsibility for identifying and managing risk is a routine part of the role of all. Risk cannot be eliminated but everyone has the right to be protected as far as is "reasonably practicable".

The Aims of the Policy are:

- To maintain a safe and secure working environment
- To make sure a balance is reached between safety and security and the need to take measured risks
- To foster an open and receptive approach to solving risk problems
- To ensure clarity regarding roles and responsibilities.

Procedure

Risk management is the process of planning, organising, leading and controlling the activities of the nursery in order to minimise the potential for accidents.

In order that our aims can be fulfilled, the following are the responsibilities for key people within the school:

Responsibilities of the Employer

LITTLE SPONGES MONTESSORI has a fundamental role to play in the management of risk within the provision. Its role is to supervise the culture of risk management. It will ensure that all new staff is aware of this policy and the approach to risk management. It will ensure that relevant risk assessments are completed on a regular basis. Little Sponges will also ensure that incidents and hazards are recorded and reported and that action is taken to prevent them happening again.

Visitors, Visiting Staff and Volunteers

Regular visitors and other users of the premises will be required to observe the health and safety guidance for the provision including risk assessments for the activities they engage in.

Children and parents

Parents and carers are requested to encourage their children as far as is reasonably practicable with consideration to the age of the child to:

- Follow the provider's code of conduct
- Observe all the health and safety arrangements as requested
- Refer any concerns they may have to staff.

Parents on the provider's premises are subject to the same risk assessments as members of staff and children. Additional consideration will need to be given to any specific physical needs of additional adults.