Merton Court School

Risk Assessment for: Early Years – Classroom **Please see also Daily Risk Assessment sheets**	**Date of Risk Assessment: Sept 2025** •	**Review Date: Sept 2026**
Carried out by: Kirsty Richardson and Jane Amphlett	**Approved by: AM (Health & Safety Officer)**	**Date: Sept 2025**
Ratios: **1:13 EY (nursery)** **1:30 J1 (reception)** **1:8 Afterschool clubs & Playscheme** **1:4 School Trips**		

What are the Hazards?	Level of risk			Who might be harmed and how?	Action to be taken to lower the risk.	Action by whom?	Action when	Level of risk reduced to low.
	Low	Med	High					
Walking around the classroom		√		Staff, pupils and visitors may bump into tables or trip over chairs and bags etc.	Remind pupils to keep floor area clear. Corner protectors fitted to any corners or sharp edges.	All using the area. Teacher to monitor.	Daily, checks	√
Slips and trips		√		Staff, pupils and visitors may slip on wet surfaces or trip over toys left on the floor.	Wipe up spillages. Walk with care and attention. Remind children to put toys away after use. Wet floor signs if applicable.	All using the area. Teacher to monitor.	Daily checks	√
Inappropriate use of equipment		√		Pupils may be injured by misuse of a range of equipment. Choking hazard.	Safety guidelines to be given pertinent to the equipment. (e.g. when walking with scissors, hold them in your hand with the blades closed pointing down.) Teachers to make sure toys are age appropriate.	All using the area. Teacher to monitor.	Daily checks and reminders to children	√
Electrical appliances			√	Staff, pupils and visitors may receive an electric shock or trip over wires.	Do not have water near anything electrical. Do not touch anything electrical with wet hands. Do not put anything on radiators. No trailing leads or cables. Do not over load sockets. Yearly Pat testing to take place.	All using the area. Teacher to monitor.	Daily, checks	√
Interactive Whiteboard		√		Staff/children	Check for loose wires/stability each day	All using the whiteboard	Daily, checks	√

				Trailing wires – whiteboard coming off hinges	Staff member to always be present when children using the board independently			
Rugs		√		Pupils, staff and visitors may trip over them.	Make sure rugs are firmly on the floor with no corners curled up. Cushions and soft toys to be washed regularly	All using the area. Teacher to monitor.	Daily, checks	√
Heavy doors		√		Pupils, may get fingers caught in doors when opening and closing.	Make sure adults are close by and use door stops when open to avoid accidents. 2 or 3 children or an adult to hold the door open Doors/windows to be kept open for ease of access and ventilation	All using the area. Teacher to monitor.	Whenever using doors	√
Stairs			√	Children – tripping up or down stairs to the Computer Suite or stairs in the Elizabeth Price Building	Encourage children to look where they are going, not to push each other. Ask children to use the bannister rails provided. Adults to support younger children.	All teachers using the area to monitor	Reminders to children when in the main school buildings	√
Children			√	Pupils, bumping into each other.	Remind the children to walk and not run in the room. Make sure the room has enough space for small children to move around safely.	All using the area. Teacher to monitor.	Daily reminders to children	√
Tables		√		Pupils, bumping into the corners of tables.	Make sure tables are placed in appropriate places. Remind the children to walk and not run in the room.	All using the area. Teacher to monitor.	Daily reminders to children.	√
Radiators		√		Pupils touching the controls or bumping into the corners.	Radiators regularly checked by caretaker.	All using the area. Teacher to monitor.	Daily checks on temperatures	√

Chairs		√		Pupils falling over chairs or swinging on them.	Remind children to push chairs in after use and the dangers of swinging on chairs.	All using the area Teacher to monitor.	Daily, checks	√
Shelving		√		Pupils, Staff and Visitors - falling books etc.	Items to be stored in clearly labelled boxes	All using the area. Teacher to Monitor	Daily checks	√
Faulty Equipment	√			Pupils, Staff and Visitors – Cuts, Pinching injury, choking etc.	Any faulty toys or equipment must be removed from the room Immediately.	All using the area. Teacher to Monitor	Daily checks	√
Woodwork Equipment			√	Children injuring themselves on the woodwork tools	Strict ratios as per separate risk assessments. All equipment to be locked away when not in use	Practitioner carrying out Activity to monitor	Daily checks on storage and quantities of tools.	

The following EYFS team members hold a paediatric First Aid Certificate (see MC Qualified First Aiders List for renewal dates)

- Tessa Langton (FULL)
- Jane Amphlett (FULL)
- Kirsty Richardson (FULL)
- Amy Clarke (FULL)
- Isabelle Clifford (FULL)
- Milie Dawson (FULL)
- Laura Thatcher (Emergency)
- Hayley Hall (FULL)
- Victoria Learmouth (FULL)
- Laura Reynolds (Emergency)
- Amber Downs (FULL)

- Theresa Baker (Emergency)
- Michelle Houghton (Emergency)
- Lisa Smith (FULL)
- Jess Robinson (Emergency)