

Risk Assessment Form – Funky Fish Jane Williams, September 2016

Revision date: 31 August 2018

Identify Hazard	Hazard Effect Who is at risk?	Severity	Probability	Risk Factor	Minimise Risk by	Residual Risk
Tables	Everyone , especially younger children who could catch fingers in the tables leg mechanism.	3	1	3	Take care to check that tables are correctly put out up.	Slight
Plugs	Younger children – putting fingers in or other objects.	5	2	10	Make sure socket covers have a table or chair in front. Warn parents/adults to keep toddlers away from sockets.	Minimal
Scissors, needles, r other sharp implement.	Everyone , cuts, danger to eyes.	2	4	8	Tell children beforehand to take care and make sure there is constant supervision, especially with younger children.	4
Inhalation of fumes from glue/paint etc.	Everyone , headache/intoxication.	2	2	4	Ensure work area is well ventilated.	2
Glue/paint	Everyone , getting something in eyes or mouth.	2	2	4	Tell children beforehand to take care and make sure there is constant supervision, especially with any very young children. Ensure care is taken with paint brushes. Remind children not to walk around with a brush in their hand.	2
Glue	Everyone , getting stuck in hair, on bodies or clothes.	2	2	4	Tell children beforehand to take care and make sure there is constant supervision, especially with any very young children.	2
Finished work	Everyone , paint/glue could get on bodies, in eyes.	2	3	6	Have a designated place to put work.	2
Food - allergies	Everyone , anaphylactic shock, sickness, rash, tummy upset.	5	1	5	Always check to see if there are any children with allergies before using food – especially nuts. All Leaders to know if any child has an EpiPen.	5

Trip/fall	Everyone, cuts/bruising/strain.	2	3	6	Ensure children are paying full care and attention and not getting over excited. First Aid kit available.	4
Computers, laminators, sound system, other electrical equipment	Everyone, electrical shock.	5	3	15	Ensure that there is some kind of protective barrier around where the electrical equipment is being used.	5
Outside play	Everyone, trips, falls,, stranger danger.	4	1	4	Ensure the adult/child ratio is always maintained when outside. Give children clearly defined areas where they are allowed to go. Ensure that any child going inside to the toilet, or for any other reason, is supervised.	Slight
Toilets	Children and other users Child being locked in. Users being exposed to germs or hazardous substances. Users slipping on wet floors.				Maintain good standard of cleanliness, hygiene and security. Ensure floor covering is suitable for the age group and in a clean/safe condition. Ensure that a mop and bucket and cleaning equipment is available.	