

SETTING NAME: TINY TOTS LTD

AREA: Main Garden - This must be read in conjunction with the COVID Risk Assessment. Anything in red has been added to this RA. The LB and DF rooms must discuss each morning the areas of the garden that they will be using and the areas are designated for the entire day.

AGE RANGE: 2 - 5

DATE: Reviewed August 2020

NEXT REVIEW DATE: August 2021

Hazard	Person at risk	Risk to consider	How can the risk be reduced?	H/M/L	Who is responsible?
Double doors	Children Staff	Tripping Falling	<ul style="list-style-type: none"> When opened, furniture, welly boots etc to be moved so that there is a clear space to exit. Resources set up on the patio must be away from the door so there is sufficient circulation space. Window stickers must be secure on all windows and doors. Report to the office if they have been removed. 	L	Room staff
Larch Poles	Children	Falling	<ul style="list-style-type: none"> After an incident with a child falling, this area must be closely supervised and the following considered: Children must climb through but not around the tops of the larch. Children can sit on the larch poles but at a reasonable height. Children must not jump off the higher larch poles. 	L	Designated adults on duty when the children are outside and during free flow
Individual logs edging flower beds & mound	Children, staff, volunteers	Falling	Check logs are secure and don't move.	L	Designated adult carrying out morning checks
Rock Deck	Children, staff, volunteers	Falling	Adult supervision Wet surfaces must be checked and cleaned if turning green.		All adults Encourage children to

			1) During morning checks it must be recorded on the sheet if the decking is slippery and then the room leaders and management must be told.		risk assess if wet
Tunnel and surrounding logs	Children	Lower height – bumping head	Daily check for debris Tunnel must be dry No standing, sitting or jumping from the top of the tunnel. The planting has been used as a visual boundary, children need to be shown and boundaries discussed. Children must be shown how to use the tunnel when entering and exiting, lowering the heads in the process.	L	Designated adult carrying out morning checks All adults
Mound / grass	Children	Sting, irritant Slips and falls	Regular checks Cut grass regularly during the growing season. If wet the mound will be slippery. Support the children to risk assess and what they need to do if the mound is wet and muddy.	L	Designated adult carrying out morning checks All adults
Granite sets			These are to be used to sit on and activities can be set up to incorporate this area.	L	
Gate into Woodland and car park		Incorrect ratios	Gate to be closed and secured with a coded padlock and to be checked daily.	L	Designated adult carrying out morning checks.
Boundary fence		Unsupervised Lost child	Temporary change: The gate will be locked just after 9am when the last LB parent has dropped off. Between 8am and 9am, the closure of the gate will be monitored as parents have been asked to close on entry and departure. Check fencing is secure	L	
Sand pit		Spreading Infection Throwing sand Animal faeces	The use of the sand pit will be strictly limited to the use of 1 bubble group per day. Model good behaviour Daily checks, remove any animal mess whilst wearing gloves. Dispose of mess away from the garden and wash trowel and hands afterwards.	L	All staff
Habitat Pile / Construction Material	Children, staff, volunteers	Crushed fingers Splinters	Use small and light, real life construction material. Select carefully and look for sharp edges. Model good behaviour	L	All staff

		Throwing soil			
Debris	Children, staff, volunteers	Injury	Morning checks. Remove debris using gloves.	L	Designated adult carrying out morning checks
Water Pump	Children, staff, volunteers	Water borne bacteria, Legionella and other infections. Slips, trips, falls. Drowning.	<ul style="list-style-type: none"> ● Strict supervision when the children are in this area using the water pump and when it is full of water. ● Always renew the water. Water play must not be shared across bubble groups. Water play will be limited to; <ul style="list-style-type: none"> - Use by one bubble group - In small quantities for pouring and mixing and Antibacterial detergent should be added. - Or running water from a tap or hose pipe ● Don't use stagnant water that is full of debris. ● Empty the water when finished. ● Model how to use the pump so the children are aware that they could trap their fingers. ● Wash hands when the children have finished playing. 	L	All staff
Mud Kitchen	Children, staff, volunteers	Injury	<ul style="list-style-type: none"> ● Always renew the water. Water play must not be shared across bubble groups. Water play will be limited to; <ul style="list-style-type: none"> - Use by one bubble group - In small quantities for pouring and mixing and Antibacterial detergent should be added. - Or running water from a tap or hose pipe ● Children closely supervised. ● Check equipment and discard any damaged or broken. ● Children and staff to wash down equipment and surfaces when finished. ● Equipment must be returned to the shed. ● Children and staff to wash hands when the activity is finished. 	L	All staff

Willow Area	Children, staff, volunteers	Incorrect ratios Unsupervised	<ul style="list-style-type: none"> ● Close adult supervision when children are in this area. ● Check for wasps. 		All staff
Wasps, Bees and other Insects	Children, staff, volunteers	Stings	<ul style="list-style-type: none"> ● Be aware of any wasp or bee nests and avoid these areas. ● Be aware of any children who are highly allergic to stings. ● Model how to approach and observe the insects in the insect hotel. 	L	All staff
GARDENING					
Planting	Children, staff, volunteers	Irritant, ingestion, allergic reactions	<ul style="list-style-type: none"> ● Plants selected are child friendly (see comments on Hedge). ● Taken an audit of the garden and have identified mushrooms as toxic plants. ● Adults to be made aware of any children known to have specific plant and food allergies or hay fever. 	L	All staff
Composting	Children, staff, volunteers	Infection from airborne particles, flies, vermin. Lifting and transporting the compost.	<p>TO BE CONSTRUCTED</p> <ul style="list-style-type: none"> ● Compost should be stored in a cool place. ● Avoid adding too much fruit waste as this attracts flies and does not make effective compost. ● If vermin are a problem consider buying a tumbler type compost bin, which is sealed. ● When handling school-made compost wear gloves. ● Reduce risk of airborne particles by wetting loose mulch before applying. 	L	All staff
Soil	Children, staff, volunteers	Skin irritation Soil blowing into eyes	<ul style="list-style-type: none"> ● Gloves to be worn when working with the soil. ● Instruct children how to use tools correctly to avoid soil being flicked into each other's eyes. 	L	All staff

Greenhouse	Children, staff, volunteers	Tripping, trapping fingers in sliding door.	<ul style="list-style-type: none"> Children can enter the greenhouse under adult supervision only. Gardening equipment must be stored in a safe, tidy way. Adult only equipment must be labelled. 	L	All staff
Tools	Children, staff, volunteers	Injury, trips and falls, minor cuts and bruises.	<ul style="list-style-type: none"> Tools correctly maintained to be safe to use. Children can only use tools when instructed to do so and closely supervised at all times. Close adult supervision when working with spades, forks and rakes. Keep children working with large tools in different areas to children kneeling working with hand tools. Use the right tool for the job and appropriate for the age of the child. Tools to be stored safely when not in use. Gardening tools must not be used in the sandpit area. They are used for adult led gardening activities only under strict supervision 'Tool Stop' point to be clearly identified and all the tools to be returned here when not in use. Tools must be stored where children can't access them unless supervised by an adult. 	L	All staff
Hose Pipe	Children, staff, volunteers	Injury, trips and falls, minor cuts and bruises.	<ul style="list-style-type: none"> Hose pipes should be coiled and rolled up after use and not left lying out, especially as this is an emergency exit if there was a fire. 	L	All staff
Lifting	Children, staff, volunteers	Injury, strains and sprains	<ul style="list-style-type: none"> Staff to use and model the correct lifting technique (back straight, knees bent). Identify staff with back or muscle problems. Children and adults are not to overfill wheelbarrows when in use. Do not lift heavy objects without risk assessing. 	L	All staff
Plant supports & tree/hedge pruning	Children, staff, volunteers	Damage to eyes	<ul style="list-style-type: none"> When canes or twigs are used purchase ones that are above eye height. When removing branches ensure that they are cut back so there isn't a sharp stump left. 	L	All staff
Rabbit Holes	Children,	Tripping	<ul style="list-style-type: none"> Fill in large holes 	L	All staff

	staff, volunteers	Ankle sprains	<ul style="list-style-type: none">• Make the children aware and part of the risk assessment process.		
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Staff Signatures: