MACS Risk assessments

| **Area or Activity being Assessed:** Kids Complex Soft Play | | | | | | | | | | |
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| **Date of Assessment:** October 2016 | | | | | **Person Conducting Assessment:** Paula Kane | | | | | |
| **Benefits of activity or area** | **Identified Hazards** | **Frequency of Risk** | | | **Who may be harmed** | **Level of Harm** | | | **Control Measures** | **Frequency of checks** |
| | | **Low** | **Med** | **High** | | **Low** | **Med** | **High** | | |
| Safety aspects learned and developed through outings.<br><br>Promotion of Physical exercise and access to fresh air and sunlight.<br><br>Progression of all areas of development (i.e. social, emotional, cognitive etc.).<br><br>New peer experiences and life skills. | **Accidents during transportation to and from venue.** | X | | | All Participants | | X | | Consent forms completed by parents prior to outings, including accidents permission and children's safe behaviour on outing.<br><br>Registers and emergency contacts to be taken with staff to venue<br><br>Staff to take mobile phone and first aid kit for emergency use.<br><br>Seatbelts to be worn and checked by staff.<br><br>Numbers on the bus match registers before leaving venue to be supervised and safe place to disembark discussed and agreed with driver and staff.<br><br>Staff to be aware of other vehicles parking and keep to pedestrian paths.<br><br>Staff to be familiar with mini bus risk assessment.<br><br>Safe outing rules and risk assessments discussed with children before departing on outing and during outing. | Risk assessments adhered to and read by all staff before outing.<br><br>Changes to risk assessments completed and explained to managers if changes/ concerns occur. |

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| Larger range of soft play equipment for children to access safely | | | | | | | | | Adequate staff to child ratios adhered to and safe walking rules to be planned by staff and children.<br><br>Children with ASN will have keyworker assigned to them at all times.<br><br>Meeting point to be arranged when group arrive at venue.<br><br>Staff assigned groups of children before departure and whilst on outing. | |
| | **Lost or Missing children** | **X** | | | All Participants | | **X** | | Consent forms completed by parents for outings.<br><br>Registers and emergency contacts to be taken to venue<br><br>Staff to take mobile phone for emergency use.<br><br>Rules for safe outing with children agreed before outing.<br><br>If child missing area searched, venue and manager informed.<br><br>If child not found after search senior member of staff to alert police. | |
| | **Health and welfare of children:**<br>Walking around venue. | | **X** | | All Participants | | | **X** | Adequate staff to child ratios adhered to and safe play rules to be continuously discussed by staff and children. | |

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| | Children running near café area, burns and scalds. | | | | | | | | **Staff will ensure that socks are worn at all times and loose clothing is secure at all times.**<br><br>**Staff supervision vital at all times. Staff positioning at all times to ensure the safety and security of the children at all times. Staff positioned throughout the soft play area safely to ensure children are observed.**<br><br>Children displaying unsafe behaviour will be escorted back to seating area with staff and parent informed on return.<br><br>Injuries occur when children become excitable and run around the play area so staff supervision is vital at all times. Safe moving around the soft play area is discussed with children (i.e. running etc.).<br><br>Children to be escorted to the toilets at all times. Toilet supervision as this is a public toilet. Disabled toilet to be used where possible.<br><br>**All Venues signposting** (i.e. age appropriate equipment etc.) **to be adhered to and children informed of these** | |

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| | | | | | | | | | **through safety chats whilst at venue**.<br><br>Children with ASN will have keyworker assigned to them at all times. | |
| | **Children eating and drinking at venue**<br><br>Children becoming dehydrated.<br><br>Choking | **X** | | | All Participants | **X** | | | A seating area will be located for the children and staff to leave belongings.<br><br>Staff will ensure the children get sufficient drinks throughout their time at soft play.<br><br>If children are eating staff must ensure that all foods are finished before the children go onto soft play.<br><br>No eating or drinking will be allowed at any time whilst on the soft play area. | |
| | **Go Karts Area:**<br><br>Feet and limbs being bumped or run over.<br><br>Inappropriate unsafe behavior whilst on go karts. | **X** | | | All Participants | **X** | | | Staff will ensure that the kids' complex staff are supervising at all times and monitoring the children on go karts. MACS staff will be in attendance also at all times whilst the children access go karts.<br><br>Staff will ensure children have appropriate footwear and no loose clothing.<br><br>Inappropriate behaviour will be fed back to parent and child will be taken off go karts | |

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| | | | | | | | | | and returned to seating area to discuss behaviour. | |
| | **Soft Play area:**<br><br>Slips, trips and falls<br><br>Children falling from equipment and bumping limbs, heads etc.<br><br>Safe play rules participants using equipment not suitable for age groups | **X** | | | All Participants | **X** | | | **Staff will ensure that socks are worn at all times and loose clothing is secure at all times.**<br><br>Adequate staff to child ratios adhered to and safe play rules to be continuously discussed by staff and children.<br><br>Staff will be positioned throughout soft play area correctly to ensure security and welfare of all the children in our care at all times.<br><br>Rules of play should be discussed and agreed with children during outing and inform all children of the rules that are sign posted in the soft play area.<br><br>**Sign posts are in operation to inform staff of each activity with regards age appropriate zones etc. Staff must adhere to these at all times.**<br><br>Children displaying unsafe behaviour will be escorted back to seating area with | |

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| | | | | | | | | | staff member and parent informed on return.<br><br>Injuries occur when children become excitable and run around the play area so staff supervision is vital at all times.<br><br>Children with ASN will have keyworker assigned to them at all times and continuously discussing hazards and safe walking and playing practices for safety. | |

**Staff Disclaimer**

I have read and understood the above risk assessment and understand that it is my responsibility to ensure I continually risk assess the play environment. If any concerns or changes occur then it is my responsibility to communicate these to my manager.

**Staff Signatures & Date signed:** **Review Date:**

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