**Childminder Risk Assessment Template**

It is a requirement of your registration that you provide a safe and healthy environment for the children in your care. You will have covered health and safety in your registration training and you need to be confident in your ability to assess and manage risks. It is your responsibility to do this on a regular basis.

You can use this risk assessment form to help you carry out a written risk assessment of your working environment. The risk assessment should cover all of the areas that you will be working in, including the garden and car. If you identify any hazards you will need to deal with them before you admit children to that area.

This checklist covers many common safety hazards found in family homes. It is not exhaustive and you may identify other risks which you should include in your risk assessment or add to the form.

Once you have completed a risk assessment keep the list on file and review it to ensure that you have carried out the actions that you identified.

Many of the risks relate to working with young children and babies and, when carrying out the assessment you should consider the ages and stages of development of the children you care for. For example, if you are only caring for older children you may allow them access to the stairs whilst with younger children you may use a stair gate or prevent access to the stairs by ensuring doors are kept shut.

You should also carry out a visual check of your home every day but, once every six months, you should complete this written assessment of your working environment. A written assessment should also be completed if there are significant changes to you childminding setting e.g. building work, new room layout, a new child. The checklists provided are not exhaustive as every home is different and space is provided for you to add additional potential risks which you have identified in your setting but which may be less common, for example, if someone in your family is licensed to keep guns on the premises.

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| Name of Childminder |  |
| Date of Risk Assessment |  |
| Review dates |  |

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| **Living, Sleeping and Play Areas** | | | | | |
| Things to Consider | Hazards(s) identified | Risk Level  High/Med/Low | Action(s) Taken | New Risk Level  High/Med/Low | Date Completed |
| **Toys or equipment**  Are they clean / do they meet current safety standards?  How often do you clean and sort them?  How do you store them?  Are the floors reasonably free from obstruction? |  |  |  |  |  |
| **Heat sources**  Are fireplaces accessible to children? Are radiators too hot to the touch and need protection?  Any unprotected direct heat source? e.g. portable gas heaters. |  |  |  |  |  |
| **Stairs**  Are the stairs and banisters safe, with access limited where appropriate?  Carpets safe & secure? Free from clutter? No dangerous objects or clutter on floor in front of stairs? |  |  |  |  |  |
| **Dangerous items**  Are dangerous items such as alcohol, matches, plastic bags or poisonous plants within children’s reach? |  |  |  |  |  |
| **Flooring/Furniture**  Are lino, rugs and carpets secured?  Hard floors & carpets shampooed / washed regularly? How often?  Is furniture suitable/clean?  Glass cabinets safe?  Can furniture be pulled over? Sharp corners? |  |  |  |  |  |
| **Doorways and windows**  Are locks secured? Are fire exits clear? Keys available? Are curtain cords out of reach? Has all low-level glass been made safe? |  |  |  |  |  |
| **Electrical items**  Are electrical sockets accessible to young children? Are leads kept out of children’s reach? Are *fused* plug extensions used? |  |  |  |  |  |

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| **Kitchen, Eating Areas and Utility Rooms** | | | | | |
| Things to Consider | Hazards(s) identified | Risk Level  High/Med/Low | Action(s) Taken | New Risk Level  High/Med/Low | Date Completed |
| **Pets - all rooms**  Are pet food, water and/or litter trays inaccessible to children? Are pets kept away from food preparation areas? Are pets allowed out of cages? Are bird/animal cages accessible/cleaned regularly? Are you aware of allergies caused by animals/birds? What strategies are in place for this? |  |  |  |  |  |
| **Dangerous items**  How do you store knives, cleaning products, matches etc to ensure they are inaccessible to children? How are children protected from touching the oven while in use? |  |  |  |  |  |
| **Electrical items**  Are flexes from kettles, irons accessible? Are washing machines, etc. made safe? Plug points lower level covered? No electrical items near water? |  |  |  |  |  |
| **Rubbish**  Is waste inaccessible to children? Bins covered, emptied and cleaned regularly?  Nappies disposed of correctly?  Is rubbish stored outside away from children’s access? |  |  |  |  |  |
| **Furniture**  Are children’s high chairs in good condition with appropriate safety harness in use? Are table cloths accessible to children? Tables, chairs, worktops etc cleaned regularly- with what? |  |  |  |  |  |
| **Food storage/ preparation**  How do your store food appropriately  How do you monitor the temperature of your fridge?  Are you registered with Environmental Health? |  |  |  |  |  |

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| **Bathroom** | | | | | |
| Things to Consider | Hazards(s) identified | Risk Level  High/Med/Low | Action(s) Taken | New Risk Level  High/Med/Low | Date Completed |
| **Dangerous items**  Are cleaning fluids, razor blades, toiletries and toilet brushes kept out of reach? |  |  |  |  |  |
| **Fixtures and fittings**  Are baths, shower trays and floors safe and secure? Are tiles clean and unbroken? Do children have correct equipment, such as a step for the sink, small toilet seat?  Toilet roll available? |  |  |  |  |  |
| **Hygiene**  Are nappies disposed of safely? Do you use changing mats? Are they individual? How do you ensure there is no cross contamination?  Do children have their own flannels, towels and sponges? Are these changed regularly?  Are the toilet, sink, bath, shower cleaned regularly?  Does the waste bin have a lid? |  |  |  |  |  |

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| **Gardens and Other Outdoor Areas** | | | | | |
| Things to Consider | Hazards(s) identified | Risk Level  High/Med/Low | Action(s) Taken | New Risk Level  High/Med/Low | Date Completed |
| **Pets and other animals**  Is the garden free from animal waste?  Is food, water, cat litter inaccessible to children?  Are pets inoculated, de-flea’d & wormed? Do you keep a record of this?  Are cages secure, no dangerous parts? |  |  |  |  |  |
| **Play equipment**  Is the outdoors play equipment in good condition? Is play equipment sited on a soft surface in an appropriate area? Are sandpits covered when not in use? If you have a trampoline, is there a policy in place and are insurers informed? |  |  |  |  |  |
| **Garden furniture**  Are tables, chairs etc in good condition?  Play items secure, safe? |  |  |  |  |  |
| **Flooring**  Are paving stones and drainage covers secured? Are steps made safe for young children? |  |  |  |  |  |
| **Security**  Are fences and gates secured? When children are outside are you with them?  Do you allow older children to play off your premises without you? |  |  |  |  |  |
| **Planting**  Are there any poisonous plants in the garden? Are prickly plants in places where children play? |  |  |  |  |  |
| **Sheds, garages and outbuildings**  Are these safe, if children have access to them? Locked or padlocked?  Is there glass in the windows? |  |  |  |  |  |
| **Water**  Are any water sources, including buckets, rainwater collections, accessible to children when not under your direct supervision?  Are ponds covered? |  |  |  |  |  |

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| **Additional Requirements** | | | | | |
| Things to Consider | Hazards(s) identified | Risk Level  High/Med/Low | Action(s) Taken | New Risk Level  High/Med/Low | Date Completed |
| **Emergency Plan**  Date of last review |  |  |  |  |  |
| **Fire Plan**  Date of last review |  |  |  |  |  |
| **Fire Drill**  How often practised?  All children practised it?  How is this recorded?  How often are smoke alarms tested?  How is this recorded? |  |  |  |  |  |
| **First Aid**  When was 12 hour training completed?  How often is First Aid box checked?  Are all items within use by date?  Is the box out of the reach of young children? |  |  |  |  |  |
| **Outings/Events**  Written risk assessment for every type of regular outing?  Written risk assessment for one-off outings?  Reviewed prior to each outing subject to changes i.e. children; weather; transport etc?  Have you considered First Aid supplies and contacting parents?  Do you have parental consent for outings?  Have you reviewed your car: car seats fitted correctly and appropriate for size of child; insurance up to date; MOT; Tax; Driving licence; roadworthy? |  |  |  |  |  |
| **Legionella**  Checked that conditions are not likely to increase the risk of Legionella to children or staff if applicable.  <http://www.hse.gov.uk/legionnaires/legionella-landlords-responsibilities.htm> |  |  |  |  |  |