Risk Assessment

Name of person carrying out the risk assessment	Sarah Webb		
Date risk assessment carried out	September 2023	**Review date**	September 2024

	Acceptable - notes to show how acceptable risk is met.	Hazard - description of hazard	Who might be harmed and how?	Further action needed	Person to action	Date to be actioned by	Date actioned	Review - date and notes
Outside *Steps to front of house*	Children access learning site with their responsible adult. Outside lights to be on.	Children and parents access entrance via steps at the front entrance.	Adult or child attending a lesson.	Inform parents that the lead up to the house has steps.	Sarah Webb	Parents to be made aware during initial consultation.	Initial Consultation with parents	September 2024
Stairs to classroom	Children use handrail to walk up and down the stairs.	Children may fall up or down the stairs.	Adult or child accessing the classroom	Children to be encouraged to use the handrail when walking up and down the stairs	Sarah Webb	Children to be informed during first session	Initial meeting with children	September 2024
Sloping roof in classroom	Tables are kept in the middle of the room.	Children may bump their head on the sloping ceiling.	Adult or child accessing the	Inform those with access to the room to be aware of the sloping ceiling.	Sarah Webb	Children to be informed during first session	Initial meeting with children	September 2024

				classroom	Children's work table to be kept in the middle of the room.				
Fire Escape	Keep stairs free of clutter. Ensure that fire escape window in the loft classroom is kept clear of clutter.		Fire	Adults or children in the house	Clear all access areas.	Sarah Webb	Children to be made aware of fire escape plan route. Follow adult down the stairs unless unsafe to do so. In the event of this happening the low level window will be used as an escape route.	During children's first lesson	September 2024