



Risk Assessment Form



		LIKELIHOOD				
		VERY UNLIKELY	UNLIKELY	LIKELY	HIGHLY LIKELY	ALMOST CERTAIN
SEVERITY	NEGLIGIBLE	LOW	LOW	LOW	LOW	LOW
	MINOR	LOW	LOW	LOW	MEDIUM	MEDIUM
	SERIOUS	LOW	MEDIUM	MEDIUM	MEDIUM	HIGH
	SEVERE	LOW	MEDIUM	MEDIUM	HIGH	HIGH
	VERY SEVERE	MEDIUM	MEDIUM	HIGH	HIGH	HIGH

Risk Assessment for (Activity/Process/Operation)	Active Playtimes
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Service	Health and Safety	Team / Section	Wheelwright Lane Primary		
Assessment Date	4/4/24	Review Date	August 24	Reference Number	

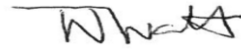
What are the hazards <i>(i.e. what can cause harm)</i>	Who might be harmed and how? <i>(e.g. employees, pupils, members of the public, etc. and the significant risk(s))?</i>	What existing control measures are in place to reduce / prevent the risk? <i>(i.e. what are you already doing?)</i>	Considering existing controls, what is the current risk level <i>(i.e. high, medium or low – use the matrix above)</i>	Further Action to be taken to control the risk? <i>(i.e. only record action/additional controls measures you are going to implement)</i>	Assigned to	Completed by whom & when
Pupils using bags with straps:.	Potential for neck injury and strangulation if used incorrectly	All members of staff to be aware of risk of straps on bags when supervising outdoors. Children have been informed in assembly of how to use the bags sensibly and safely.				
Small world items such as lego	Potential for choking	All members of staff to be aware of risk of small items when supervising outdoors. Children have been informed in assembly of how to use the small world equipment sensibly and safely.				
Pupils using tug-of-war rope:	Risk of falling over by being	All members of staff to be aware of risk when supervising		Not currently offered as part of active play 28/09/26		

	tugged, as well as potential rope burns on hands	main field. Rope to be distributed by member of Play Team and returned to staff member at the end of the play session. Gloves to be available				
Pupils using sensory trail:	Risk of loose parts separating from main structure, as well as potential cuts to hands and feet if shells/bark/cones etc. are sharp	All members of staff to be aware of risk when supervising main field. Regular checking of trail to ensure loose/sharp parts are re-cemented/glued back down.				
Pupils using storage sheds:	Risk of trapped fingers, or being 'locked' in shed through door swinging shut or padlock being closed	Lunch time supervisor to be responsible for opening and closing the sheds. Playleaders to support with getting resources in and out.		The forest school shed to be unlocked when getting resources from and locked after if tools are stored there. All padlocks to have one key.		
Pupils using sandpit:	Potential for sand in eyes; sand can become infested without proper aeration; risk of toxoplasmosis from animal faeces; risk of consumption of sand; allergies on skin.	Sand to be constantly aerated (dug over) and raked – this will happen naturally with year-round use. Use of a net covering to deter interest from wildlife – cover to be removed and sandpit checked for contamination daily. Cover to be pulled over at the end of each session and checked by the lunchtime supervisor responsible for that session. Water to be provided to wash out sand from eyes from the internal tap. Weather conditions to be assessed before sandpit is opened.		See sandpit rota for supervision rota. Children to be encouraged to wear long-sleeved tops if they have sensitive skin.		

		Monitor and regulate the number of children in the sandpit if necessary. Discuss risks with children – model phrase “the sand stays low, or out you go”, “No doggy digging” to avoid sand in eyes. Play Leaders to rake over sand before use in very hot weather, to avoid children burning themselves on hot sand.				
Pupils using digging zone	Potential for soil ingestion, ingestion or absorption of plants, allergies, Use of small spades could cause harm to individuals/others if used incorrectly.	All children frequently reminded of Forest School values – “no picky, no lick.” Staff to remove hazardous plants (e.g. stinging nettles). Staff to be vigilant when supervising children using spades. Play team to hand out / collect in spades each day				
Pupils using scooters and bikes. Also including wheeled toys:	Potential risk of falling off, causing bumps and scrapes.	Lunchtime supervisors to ensure the scooters/bikes are checked and maintained on a weekly basis. Scooting area is clearly informed to children, and all movement is to be within the same-direction travel. A lunchtime supervisor will supervise this area within close range. Higher risk of using helmets due to ill-fitting helmets which may cover eyes and obstruct view		Scooters and bikes to be supervised by the lunchtime supervisor near the sandpit. Children to use the path for this. Wheeled toys to be supervised by the lunchtime supervisor on the playground. Children to be informed that they do not go in the basketball and hockey play areas when using the wheeled toys.		
Pupils playing with heavy loose	Potential for splinters,	Encourage safe holding, moving and stacking. “Ready,				

play equipment, such as pallets, tyres, wooden planks and cable drums:	scratches from undetected nails, falling off from a height (onto grass) if climbing, and crush injury. Potential injury when lifting heavy objects, or attempting to crawl in tubing.	steady, lift” – bent knees and straight back – children to be regularly reminded of this in termly assemblies. Large tractor tyres not to be moved; smaller car tyres can be moved. Staff apply principles of dynamic risk assessment and guide children in movement and use of heavier play parts. All pallets to be checked daily for protruding nails – nails hammered in or pallet removed from building zone for disposal. All large tyres to have drilled holes to avoid collection of stagnant water. Pupils reminded of ‘no consumption’ rule.				
Children playing with ropes; including rope swings	Potential for neck injury and strangulation if used incorrectly	All ropes to be stored in a designated area, and only used with supervision. Play Team to enforce ‘restricted area’ use of ropes such as skipping on the playground and tug of war rope on edge of field only with adult supervision. All ropes regularly checked to ensure they are in good working order.				
Pupils playing on field and around the side of buildings	Supervision difficult and risk of pupils being injured when out of sight.	Pupils briefed about varying ranges of supervision. Play Team wearing high-viz jackets for quick identification.				
Pupils playing in different environments	There is an increased risk of minor injury to	Some members of the Play Team will carry their own 1st aid pouches and 1st aid record				

with different equipment could produce new potential dangers:	pupils who may require immediate first aid.	slips. Pupils with minor injuries (scratches and minor abrasions) will be treated in situ. More serious injuries will be referred to SP who will deal with as appropriate, informing a member of SLT if the injury requires parental contact or hospital treatment				
Pupils have access to dressing up clothes, such as scarves, handbags, etc, as well as fabric sheets and cushions:	Potential for neck injury and strangulation if used incorrectly or scratches from zips on cushions	All members of the Play Team to be vigilant in their supervision of pupils use of dressing-up equipment, fabric and cushions. Zips on cushions could catch children if they are not being used appropriately. Play team to carry scissors for cutting if necessary				
Pupils can use sticks:	Potential for scratches, splinters, bruising if stick used on body part.	Pupils briefed in assemblies about safe use of sticks: 'stick on stick/loose part' only, sticks no higher than shoulder level.				
Pupils using gym mats:	Potential to trip over corner of mats, fall from height if creating a 'human pyramid'.	Pupils briefed to limit gym support structures to a height of no more than two people at a time				
Use of fixed climbing equipment in wet weather:	Potential risk of slipping and falling on slippery surface.	Pupils briefed to self-assess the risk of slippery surfaces/bars and how to change behaviour/use of apparatus when there is a change in the climate.				

Name of Assessor	W Wadsworth	Signature	
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Name of Manager responsible for activity / process	S Rutherford, head teacher L Cullinane, Sports Lead	Signature	LEA Cullinane/ S Rutherford
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Benefits:

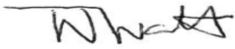
Pleasure and fun

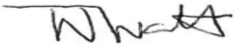
- Physical play and reflective opportunities
- Maximised rotational possibilities and therefore good potential for some unpredictability and therefore challenge
- Development of self-confidence and well-being
- Learning through experience: accidents from which one might learn
- Swing users encounter conditions similar to those with other self-built tree swings – experience that will be useful if/when they play on them or make their own
- Engagement with natural environment and natural elements
- Potential for incorporation into imaginative games where woodlands are the play context, e.g. Tarzan
- Swinging in the trees
- Mixing between different age ranges.

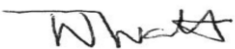
Risk Assessment Review Log

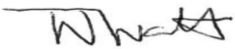
Only use this log to confirm that there have been no changes to the current assessment; otherwise an updated risk assessment must be done

Initial Review Date	4/4/24
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Assessor's Signature		Date:	4/4/24
Signature of Responsible Manager	LEA Cullinane/ S Rutherford	Date:	4/4/24

Next Review Date	12 months from initial review 22/07/24		
Assessor's Signature		Date:	22/07/24
Signature of Responsible Manager	LEA Cullinane/ S Rutherford	Date:	22/07/24

Initial Review Date	24 months from initial review 26/06/25		
Assessor's Signature		Date:	26/06/25
Signature of Responsible Manager	LEA Cullinane/ S Rutherford	Date:	26/06/25

Initial Review Date	36 months from initial review 28/09/26		
Assessor's Signature		Date:	28/09/26
Signature of Responsible Manager	LEA Cullinane/ S Rutherford	Date:	28/09/26

Initial Review Date	48 months from initial review		
Assessor's Signature		Date:	
Signature of Responsible Manager		Date:	

Risk Assessment(s) for (Activity/Process/Operation)	
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This form can be used to record and demonstrate that the above risk assessment(s) has been provided to relevant employees (as below) to inform them of the risk assessment findings (i.e. the hazards, risks, and control measures associated with their work).

Name of Persons involved in the Activity/ Process/ Operation	Signature	Date