

**Individual Risk Assessment  
Early Years Team**

Before implementing the risk assessment please ensure:

* + The Risk Assessment is shared with everyone involved in supporting the child and or affected by the measurements.
  + Everyone involved in supporting the child understands the measurements and their responsibilities.
  + All identified risk reduction measures are achievable and put into place
  + There are contingency plans for staff identified in control measures to cover their working hours, A/L and other absences etc.
  + Appropriate information, instruction and training been provided/offered to staff to carry out the control measures
  + There is a scheduled plan to regularly review the control measures to identify if they are working and update them if appropriate

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| --- | --- | --- | --- | --- | --- | --- | --- |
| **Name:** | | | **DOB:** | | | |  |
| **Setting:** | | | **Date of Assessment:** | | | | **Review Date:** |
| **What are the hazards?** | | **What is the risk?** | | **What precautions are already in place?** | | **Risk rating**  **High**  **Medium**  **Low** | **What further actions are necessary?** |
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| **Supporting notes:** | | | | | | | |
| **Lead person:** |  | | | | **People involved** | |  |
| **Job title:** |  | | | |
| **Signed** |  | | | | **Date** | |  |

Risk Assessment matrix.

A [risk matrix](https://safeti.com/risk-matrix-workplace-health-and-safety/) is not to provide a specific, ‘quantitative’ measurement of risk. We aren’t ‘measuring’ anything physically. It does, however, allow the assessor to prioritise according to the perceived risk level.

It’s up to you to decide the following for each hazard or work activity:

1. **Likelihood** – how likely that someone will come to harm.
2. **Severity** – the seriousness of the potential injury

Firstly, the *Likelihood* should be determined. We must decide which of the following best reflects the chance of the outcome happening – **Likely, Possible or Unlikely**

Once we’ve taken a note of that, we need to look at *Severity*. How severe would the outcome be if the worst was to happen? – **Severe Injury, Moderate Injury or Minor Injury**

When we have assigned a outcome both Likelihood and Severity, we can then identify a ‘**risk rating’ of Low, Medium or High**.

As you can see, the risk matrix does this for you. It also provides a traffic light colour to make interpretation of the results even easier.

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| --- | --- | --- | --- | --- |
|  | | SEVERITY | | |
| Minor injury/TLC no treatment | Moderate injury/first aid treatment | Severe injury/medical treatment |
| LIKELIHOOD | Likely: could happen frequently | **LOW** | **MEDIUM** | **HIGH** |
| Possible: known to have happened | **LOW** | **MEDIUM** | **MEDIUM** |
| Unlikely: conceivable in extreme circumstances | **LOW** | **LOW** | **LOW** |