

Thames Valley Adventure Playground - General Risk Assessment

Evaluation		Hazard / concern	Control
Electrical Safety	Portable appliances	Risk of electrocution from damaged equipment or wiring.	<p>All equipment and wiring are visually checked daily. Any damaged equipment is removed immediately.</p> <p>All Portable appliances are checked by a qualified electrician in line with current guidelines.</p> <p>Where possible all accessible equipment is low voltage or battery operated.</p> <p>Trailing leads are only used where absolutely necessary. If needed all leads are used in accordance with loading rating and kept away from the children and secured safely.</p>
	Fixed wiring	Risk of electrocution from damaged sockets and exposed wiring	<p>All supplies are protected by RCBO's and all fixed wiring is checked on a 5 year cycle.</p> <p>All sockets are checked daily and are fitted with child proof covers as needed. Where possible all sockets are located at high level.</p>
COSHH	<p>We use a variety of chemicals ranging from children's paints and glue through to specialist cleaning substances.</p> <p>COSHH sheets are obtained for all substances held or used on the Playground, these are kept at reception.</p>	Danger from exposure and / or ingestion during use	Substances used by the children are all non toxic. Supervision should ensure that any risk is further minimised.
		Danger from accidental exposure and / or ingestion.	All substances are stored securely in locked cupboards and store rooms. Staff are trained in safe practices and safe handling of substances hazardous to health.
		Asbestos	There is no asbestos. An asbestos register is kept.
Fixtures and Fittings	There is a mixture of wooden chairs, stacking plastic chairs and swivel plastic chairs. Tables are wooden or plastic fold up type.	Potential danger from physical damage to chairs / tables	All furniture is checked as part of the weekly maintenance schedule. All furniture is visually checked daily. Any damage to furniture is dealt with immediately by the play staff.
	<p>There are different heights of table and chair. There are a variety of soft furnished sofas and chairs.</p> <p>Storage units and shelving are all wooden</p>	Danger of injury from badly managed open storage units	<p>All storage is managed to minimise potential injury. All items are within reach of the children and arranged so that any heavier items or those with wheels are stored on the lower units.</p> <p>Step stools are available for staff to reach higher shelves.</p>

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Toys and Games	<p>We have a huge range of toys and games, which are constantly being replaced as they are broken or worn out.</p> <p>Most toys are donations. We do purchase the more specialist toys and games but on the whole the majority tend to be passed onto us.</p>	Ingestion of small parts / choking hazards	<p>All toys and games are checked for suitability before being put out for use.</p> <p>All of the toys with small parts are kept in a locked cupboard and used under supervision.</p> <p>All toys are checked daily, any damaged toys are removed.</p> <p>Adequate supervision should minimise any remaining risk further still.</p>
		Cross contamination / infection	<p>All toys are cleaned regularly and disinfected.</p> <p>Visiting staff and carers are encouraged to 'collect up' any toys that have been sucked by their children and to hand them in at reception for cleaning.</p> <p>Any toys that are found to have been chewed are thrown away.</p>
Doors and Windows / Room Temperature	Doors	Finger traps.	<p>All doors are fitted with finger guards on the hinge side.</p> <p>Doors deemed to need them are fitted with soft self closing mechanisms.</p> <p>External doors are fitted with stays for locking open.</p>
	Windows	Finger traps / Falling through open windows	<p>All windows are fitted with locks and only opened by TVAP staff (except high level windows in the conservatory). Windows have stays to prevent them opening wide enough to exit from!</p> <p>The windows in Jocks cabin have stays on to prevent them opening more than for ventilation</p> <p>When cleaning the outside of the large windows in the annexe staff must follow the prescribed procedure laid down in the health and safety file.</p>
	The heating in the old building is gas fired radiators and overhead fans. The annexe has under floor heating. Jock's Cabin has a high level electric fan. The sensory room is air conditioned. The offices are air conditioned.	Keeping the rooms comfortable for all users, those more mobile and those less so. The outside doors are constantly opened and closed and most areas are open plan.	<p>The internal environment is controlled through a combination of room stat regulated heating and natural ventilation. The staff are constantly vigilant and adjust the natural ventilation as needed.</p> <p>The heating can be boosted at any time and all timers over ridden if needed.</p> <p>All radiators are fitted with covers and individual stats.</p>

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Trips Slips and falls		Managing inherent risks of play equipment and resources whilst playing.	It is intended that any risk taken is a measured one and that any risk is managed by the carers and parents (unless child is left in our care) if the child is unable to, because they are in a better position to know their children's abilities and behaviour.
	There are areas of the playground and equipment with inherent dangers and a potential for accident and /or injury. The equipment is built and arranged to be as safe as possible whilst still allowing for a degree of risk.	Play equipment and resources not being fit for purpose.	The playground is checked daily for health and safety and any hazard or risk identified is dealt with immediately. There is a white board behind reception which details the condition of the equipment and resources on that day – this will be updated if any equipment is out of action or needs higher supervision (due to weather etc).
	There are a lot of movable equipment and toys within the Playground that could potentially form a trip hazard.	Risk of injury from falling over toys and equipment left lying around.	The TVAP staff are vigilant in keeping the transit areas clear of toys and other obstructions. We ask that visiting carers and parents share in this responsibility and tidy up after their children so as to minimise the risk.
	The Playground has a variety of different ground conditions – uneven grassed areas, pathways, safety surfaced and barked play areas.	Risk of falling over shoes and coats etc in the Soft Play area Lobby.	Shelving is provided and there are lots of signs asking for the floor to be kept clear. TVAP will check this area throughout the day and ensure that the floor is kept uncluttered.
	The floors and thresholds are checked weekly as part of the maintenance regime Playstaff monitor floor condition and trip hazards constantly to minimise risk.	Adequate lighting to help with visibility of potential hazards.	TVAP staff will ensure that adequate lighting is maintained to meet the needs of our users and to help to ensure that the risk of falling over unseen items is minimised.
		Trips and falls outside in the Play areas	Whilst TVAP makes every effort to minimise severe level changes there will always be dangers from uneven ground and different ground conditions. The responsibility for managing trips and slips in the outside play areas remains with the carers and parents.
		Slips on walkways and wooden play equipment due to wet weather	The walkways and other equipment is checked daily. If it is found to be unsafe and slippery then the gates will be closed and not reopened until the walkways are no longer slippery. This information will be posted at reception. There are signs at the entrances to the walkways warning of slips when wet.

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		Danger from slips on wet / messy floors	Staff constantly monitor the state of the floor, any spills are isolated and cleaned up immediately. We use wet floor signs if needed but generally dry the area after cleaning with towels to further reduce risk of slips.
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General Cleaning	The Toilets, kitchen and floors are cleaned by a professional cleaner each day prior to opening.	Toilets becoming dirty during the day, maintaining stocks of toilet roll and soap etc.	The responsibility for this is with the Play worker who has 'float' responsibilities for the day. This will be determined at the morning meeting and recorded on the registration sheet.
	The Playstaff and Volunteers are responsible for the routine tidying and cleaning of the play areas and equipment.	Contamination from body fluid spills	All permanent staff are trained in safe practices with regard to cleaning of body fluids. Clinical cleaning equipment and chemicals are kept in the locked clinical cupboard by the toilet area.
	The outside area is cleaned and maintained by our caretaker / maintenance man.	Clinical waste	There are 3 bins for clinical waste. These are checked throughout the day and emptied if needed. All bins are emptied every night to a storage bin outside of the building. Clinical waste is removed by Initial on a weekly contract.
	Toys are cleaned on a rota basis and as needed.	Outside equipment	Responsibility for the upkeep of the outside equipment rests with our caretaker who reports to the site manager. All outside equipment will be cleaned on a weekly basis.
First Aid	<p>There are first aid kits in the toilet lobby and at reception.</p> <p>All staff have first aid training and at least 2 staff have additional paediatric</p> <p>Staff are insured to give first aid.</p>	<p>Appropriate First Aid availability and procedures to help maintain welfare and safety of users and staff.</p>	<p>Users and carers are at liberty to self-administer first aid but Ideally we would prefer first aid is given by or in the presence of a TVAP Play worker. This is to help ensure that the appropriate care is offered and that any necessary paperwork or follow up is completed in line with best practice TVAP policy.</p> <p>TVAP operates in accordance with RIDDOR legislation and all permanent staff are regularly trained and insured.</p>

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Medication	<p>We aim to ensure that all medication brought onto the premises does not present a hazard to our users and staff.</p> <p>We provide personal lockers and also have 2 medication lockers at reception.</p> <p>TVAP staff are regularly trained in Administration of certain medications and TVAP has medical insurance in place</p>	<p>Medication could be ingested by mistake or given in the wrong dosage.</p>	<p>We advise that all medication, including over the counter drugs are removed from bags and either kept on the carer or handed in to reception for safe keeping.</p> <p>TVAP staff giving medication must do so in strict adherence with policy. Giving of medication is always witnessed.</p> <p>TVAP can lend belt and back bags if a person's medication has to be kept with them for quicker emergency use.</p>
		<p>Safe storage and administration of staff medication</p>	<p>All medication brought and held on site by TVAP staff must be kept in their own locker or in the medication locker at reception.</p>
Manual Handling	<p>TVAP provide and maintain a range of lifting and moving equipment for our users use.</p> <p>TVAP staff receive regular manual handling training and updates.</p> <p>All hoists are serviced and LOLA tested by a registered company.</p>	<p>Various risks of injury to persons involved in moving and handling operations</p>	<p>All visiting staff are required to take responsibility for any moving and handling of the users in their care. TVAP may assist if this is agreed and felt to be appropriate.</p> <p>TVAP staff are required to work within our Manual Handling policy at all times.</p>
Refreshments	<p>TVAP does not provide any food.</p> <p>All users wishing to eat on site will bring their own lunch and snacks</p> <p>There is a hot drinks machine in Jock's Cabin</p>	<p>Food allergy and intolerance.</p>	<p>We ask any users with specific allergies to let us know and if need we can disseminate this information and offer a separate safer lunch area if needed. We ask all users and their carers to not leave food lying around unattended.</p> <p>Dietary requirements of TVAP respite users is recorded in their individual care files.</p> <p>We strongly discourage the inclusion of nuts and ask that where possible nut products are not included in packed lunches.</p>
	<p>Drinking water and cups are available in the annexe.</p>	<p>Danger of scalding from hot drinks</p>	<p>Lids are provided with the drinks from the machine. We insist that they are used and that drinks are not brought into free play areas and never left unsupervised. TVAP staff are at liberty to dispose of any hot drink left unattended.</p>

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Fire Protection and Evacuation	<p>Both buildings are fitted with fire alarms and equipped with fire fighting equipment.</p> <p>The fire alarm is monitored 24hrs by an offsite agency.</p> <p>The evacuation plan is displayed around the buildings.</p> <p>A current Fire Risk assessment is in place</p>	Fire and smoke	<p>All areas are protected by smoke and heat detectors.</p> <p>There are additional sounders and lights in the music room and Multi sensory rooms.</p> <p>The system is checked weekly and is subject to a 6 monthly service through maintenance contract.</p>
		Safe evacuation procedures	<p>The evacuation procedures are posted around the buildings.</p> <p>Visiting staff/parents and carers are briefed at reception upon arrival.</p> <p>All permanent staff are trained Fire Marshalls. Training is refreshed annually.</p> <p>All other staff are trained in house by the fire marshalls..</p> <p>A full evacuation drill is undertaken at least 3 times per year.</p> <p>All fire exits and means of escape are checked daily and monitored by the TVAP staff. All exits have illumination both inside and out.</p>
		Emergency lighting and power backup	<p>All areas of the playground are covered by 3 hour emergency lighting.</p> <p>The fire alarm has a 3 hour emergency battery backup.</p> <p>All pc's have 30 minute backup.</p> <p>There are torches and portable emergency lighting available at reception.</p> <p>The emergency lighting is tested weekly with a full 3 hour test every 12 months.</p> <p>There is no generator backup. The playground will be closed if the power supply is off.</p>
		Equipment tests	<p>All fire fighting equipment is covered by a maintenance contract and checked /renewed /recharged annually.</p>

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<p style="writing-mode: vertical-rl; transform: rotate(180deg);">Reception Area / Offices</p> <p>The reception area is accessed through the front door and is an open area with a dual level desk, computer, printer and Electronic till.</p> <p>The electricity distribution board and alarm controls are located in a cupboard in reception.</p> <p>All visitors must report to reception and sign in upon arrival. Medication is secured and stored at reception.</p> <p>The reception is staffed by a member of the Playstaff, however as they will have several other duties as well as reception, the area may be left unstaffed for short periods.</p> <p>A doorway (behind the desk) leads to the staffroom / office (no door). The staff room / Office can also be accessed through a door in reception lobby.</p> <p>Coat racks and lockers for users and carers are located in the reception lobby.</p> <p>The multi Sensory Room door is in the reception lobby.</p> <p>The reception is a first aid point.</p> <p>There is a fire exit and call point in this area</p>	<p>Electrical hazard from equipment in Reception.</p>	<p>Electricity cupboard is locked when the playground is open.</p> <p>All electrical equipment is visually checked daily and tested in line with current regulations.</p> <p>All electrical circuits are protected by RCBO's</p> <p>Staff are vigilant to the dangers of trailing leads and safe practice.</p> <p>Light switches are covered.</p>
	<p>Scalding from hot drinks or food.</p>	<p>Staff must not leave hot drinks or food unattended on the reception desk or in the staff room / office.</p>
	<p>Users getting into the staffroom/office may be exposed to potential risks from items stored in there, such as medication, stationary supplies, personal staff possessions or scissors etc.</p>	<p>Staff are careful about what is stored in the staffroom/office. General evaluation of the safety of room contents should be carried out as part of the daily preparation protocols. Any potentially hazardous equipment is stored in the lockers or removed to safe storage elsewhere. The door has a high handle to discourage younger users.</p> <p>Personal possessions should be kept in a locker or stored safely elsewhere.</p>
	<p>Medication held in Office</p>	<p>All medication (unless agreed as emergency meds and alternative arrangements made) is locked in the medication lockers.</p>
	<p>Welfare of Staff</p>	<p>The office equipment and workstation is subject to regular DSE assessment in line with Policy.</p>

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Multi Sensory Room	The MSR is accessed via a lockable door in the reception lobby. The room is locked when the room is not in use.	Electrical hazard from equipment in the MSR.	All equipment in the room is controlled via a low voltage switching system. Feeder sockets for the switchable equipment are located out of users reach above the ceiling. The mains sockets for the remaining equipment are located in a locked cupboard within the room.
	All sessions in the MSR are supervised by TVAP staff or visiting parents and Carers.	Chocking hazard from equipment parts or toys.	All equipment and toys are checked daily for suitability and safety as part of our preparation and Health and Safety protocols.
	The MSR has a door leading to the outside play area. This is designated as a means of escape.	Cross Contamination / infection	MSR is cleaned twice daily with disinfecting spray and wipes.
		Maintaining means of escape	The Playstaff will ensure that the exits are clear when the room is opened and ask the staff/parents within the room to keep the exits clear during their session. The Staff member on reception duties will ensure that the exit onto the reception lobby is kept clear at all times.
Old Playroom	This is an open plan play room containing the fancy dress area, the role play corner and the story chair.	Electrical hazards	Mains sockets are located high on the wall and fitted with childproof covers. Fish tank electrics and pump are located in a locked cupboard under the fish tank.
	There is a cold water fish tank in this room.	Fish Tank – possible drowning hazard!	Top of tank is locked.
	Other rooms accessed from the old playroom are: Toilets and changing areas, soft play area and annexe.	Eating fish food	Fish food and equipment is stored in the locked cupboard under the fish tank.
	The clinical cleaning cupboard is located in this room next to the entrance to the toilets. There is a fire exit and call point.	Access to cleaning chemicals from the clinical cupboard.	This door is locked at all times and the staff are trained in safe use of the chemicals and equipment.

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Soft Play Area	<p>Large soft play room with interactive LED lighting.</p> <p>The area is mainly on ground level with a small tunnel and an enclosed climbing tower.</p> <p>There is a slide accessed from the first level of the tower.</p> <p>The ball pool is located near the entrance and has hoist access.</p> <p>Shelves for shoe storage are in the soft play lobby.</p> <p>The main storage corridor is off of the soft play lobby.</p> <p>There is a fire exit from this room but no call point.</p>	Bumps from unpadded / damaged padding on floors, walls and equipment.	The soft play area is checked before opening and periodically during the day, as part of the preparation and health and safety protocols.
		Electrical Hazards	All electrical equipment, cabling and sockets are located at high level. Room circuit is protected by a separate distribution board and 2 RCBO's in the main consumer unit at Reception. All equipment is visually checked daily and cleaned and inspected monthly.
		Trip hazards from shoes being left on the floor	We have signs on the walls and the Playstaff ensure that the area is kept clear at all times.
		Falling from top of tunnel	Floor is soft. Supervision should minimise any risks of falling. Staff are vigilant to the dangers of falls and trips and check the area through out the day and remove any hard objects from the room.
		Falling from climbing tower	The top tier is enclosed with timber walls and the lower tier has a net barrier, both of which are checked daily as part of the Preparation Health and Safety protocols.
		Child 'escaping' to the outside play area through fire exit	Supervision should minimise this. Outside fencing will keep the child within the playground.
		Injury from use of ball pool	Ball pool checked before opening, broken balls are removed, new balls added before being sprayed with disinfectant. Checked periodically and any hard objects removed. The pool is sprayed at the end of each day with disinfectant

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Storage Corridor	The corridor used to provide access to the changing area. It has been permanently blocked off with a new wall at one end and is now a long cupboard!	Users getting into the storage corridor may be exposed to potential risks from items stored in there, such as cleaning chemicals and equipment, toys with small parts.	This door is locked at all times that the Playground is open. Only TVAP staff have access. Staff are trained in safe practice with cleaning chemicals and equipment. Safe storage is the responsibility of the Site Manager.
	Users have no need to access this corridor. The corridor is fitted with a star lock.	Electrical risk from washing machine and sockets	Door to be locked at all times that the Playground is open. If the corridor is accessed during opening hours staff do so only with safe regard to users and if needed can lock themselves in.
	The boiler is housed in a separate unlocked cupboard in the corridor.	Risk of exposure to gas and /or fire.	Boiler is maintained by professional gas fitters, who provide a safety certificate, annually. Both the boiler and fittings are compliant with current regulation. Room is fitted with a carbon dioxide alarm.
Music Room	The music room is accessed through double doors from the annexe. The room comprises a mixture of electrical and acoustic instruments. The majority are out permanently but the more exotic instruments or those needing supervised use are locked in the cupboards in the room. No fire exits or call point	Electrical Hazards	All of the equipment out in the room is low voltage; the transformer plugs are either inside the cupboard or built into the walls. All electrical equipment complies with current regulation and recommendations. Equipment and wiring are checked prior to opening and periodically during the day as part of our preparation, health and safety protocols. All sockets are high on the walls or in the cupboards.
		Injury from small or broken hand instruments	Room and equipment are checked prior to opening and periodically during the day. Any damaged or inappropriate equipment is removed.
		Contamination from putting instruments in mouth etc.	All instruments are cleaned twice a day with disinfectant spray. Visiting carers are asked to let us know if their charges have sucked on an instrument and it now needs cleaning!
		Table storage outside of music room	Tables must be stacked neatly and upright against the cupboard wall. Tables must be secured with the chain and locked in the cupboard

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Annexe	<p>Main playroom containing the craft area, seating and eating areas and imaginative play space.</p> <p>There is a sink in the craft area which has hot and cold water. The cold water is drinkable.</p> <p>The kitchen and staff toilet also come off of this room.</p> <p>There are 2 fire exits and 2 call points in the Annexe.</p> <p>A set of double doors lead onto the covered patio (outdoor play space)</p> <p>Part of the annexe is built over a lake.</p>	Electrical Hazards	<p>All electrical equipment complies with current regulation and recommendations.</p> <p>Any portable electrical equipment is supervised by TVAP staff.</p> <p>Equipment and wiring are checked prior to opening and periodically during the day as part of our preparation, health and safety protocols.</p> <p>All sockets are high on the walls or fitted with safety covers.</p>
		Opening windows and falling into the lake	<p>All of the windows are fitted with locking handles, these are checked prior to opening as part of our preparation, health and safety protocols. Some of the upper windows are fitted with stays to allow them to be opened by TVAP staff if ventilation is needed.</p> <p>The windows reverse for cleaning. When cleaning the windows the staff follow a specific policy.</p>
		Users getting into the staff toilet may be exposed to potential risks from items stored in there, such as cleaning chemicals and equipment, toys with small parts etc as well as contamination from the toilet itself.	<p>The door is locked and only TVAP staff have access. All storage must be safe and appropriate to the room. Anything else should be removed and stored safely elsewhere.</p> <p>The toilet is cleaned in accordance with the TVAP cleaning protocols.</p>
		Eating / drinking of craft materials	<p>All glue and paint is non toxic. Proper supervision should minimise any risk.</p>
		Danger from scissors and knives used in craft activity.	<p>All scissors are children's safety type. Any sharper scissors are kept locked in the craft supply cupboard.</p> <p>Sharp knives are kept locked in the office.</p>
		Dangers associated with the sink such as drowning, scalding and slipping.	<p>The hot tap is regulated to be below scalding point.</p> <p>There is no plug kept in the sink. All spillages are dealt with immediately as per cleaning protocol.</p>

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		Glare / heat from the sun	Whilst there are no permanent blinds or curtains hooks have been installed in the frames and TVAP staff will put up temporary net curtaining as needed.
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Kitchen	<p>The kitchen is a self contained room within the annexe, equipped with an electric oven, hob, fridge freezer and 2 microwaves.</p> <p>There is a double sink and drainer, high and low stainless steel working surfaces.</p> <p>The kitchen is used by TVAP staff for making drinks and for cooking activities.</p> <p>The kitchen is used by visiting groups and individuals to heat meals.</p> <p>TVAP do not provide any food other than that produced as a cooking activity.</p> <p>There may be food stored in the fridge and freezer, either for use by the staff or visitors or in preparation for an activity.</p> <p>The kitchen door is self locking. Visiting can ask for the key at reception. TVAP staff all have their own keys to the kitchen.</p>	Burns from hob and oven, kettle or hot food stuffs and drinks.	<p>All cooking activities are supervised by TVAP staff following the generic cooking risk assessment.</p> <p>The door is closed and locked at all times other than to allow access.</p> <p>If the oven or hob is being used or if there is an activity going on then a sign is placed in the window of the door asking people not to enter.</p> <p>Appropriate supervision and sensible ratio's will minimise any risk not identified by the generic risk assessment. If the activity is a new one not covered under the generic assessment then a specific assessment must be carried out and signed off prior to the activity taking place.</p>
		Allergy sufferers	The parents and carers are responsible for the safety of their clients with regard to food allergies; we discourage nuts from the playground and make people aware of the dangers of allergies. We encourage the carers not to leave food unattended.
		Out of date / unsafe foodstuffs.	<p>The kitchen is checked daily as part of our preparation, health and safety protocols. Any out of date food items or ingredients are either disposed of or used in craft activities, as appropriate.</p> <p>The fridge and freezer temperatures are checked daily and adjusted if needed.</p> <p>The cupboards and drawers are emptied monthly, cleaned and restocked.</p>
		General cleanliness	<p>The kitchen is cleaned and checked daily as part of our preparation, health and safety protocols. TVAP staff carrying out activities are charged with cleaning up after themselves, as are visiting users.</p> <p>The kitchen is also cleaned in the evenings by the cleaner. The kitchen is deep cleaned monthly.</p>
		Cuts from sharp knives and cooking utensils.	All sharp knives and other potentially dangerous equipment is kept locked in the office. Appropriate supervision during use will minimise any risk.
		Scalding from hot water from the tap.	This tap is not regulated and gets very hot (for cleaning). Appropriate supervision will minimise any risk.

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Toilets and Changing Area	The toilets are accessed from the old playroom. There are 4 toilets for the use of the visiting children and adults and 1 for use by carers.	Risk of scalding from hot water.	All of the hot taps in the toilet and changing areas are regulated to be below scalding point.
	3 of the user's toilets have hoist access; all have grab rails and additional toileting equipment. There is a shower and a commode chair in one of the toilets.	Risk of scalding / getting wet from the shower	The shower controls are removed and only available from TVAP staff, who will help you to use the shower safely when asked for the controls.
	There are sinks in 4 of the toilets and a communal sink in the middle of the toilet area.	Slips and falls, water spillage	The toilets are monitored throughout the day and cleaned as needed; any spillages are cleaned up immediately following the appropriate protocols.
	The changing room is at the back of the toilets and accessed through a single door.		The taps (bar 1) are timed push action type to minimise the risk of flooding. Adequate and appropriate supervision and knowledge of the child should minimise any risk of falls of falls from any structures or equipment within the toilet area.
	The changing bed is height adjustable and has hoist access. There is a sink in the changing room.	Ingestion of soap from dispensers	The soap liquid that we use is non toxic. COSHH sheet held at reception.
	The changing room is also a first aid point. There is a small secondary changing area at the front of the toilet area, which is also used for hoist storage and has a cupboard containing towels, wipes and hand towels. There is a fire exit and a call point in the toilet area.	Safeguarding	We operate and enforce a zero tolerance policy on use of mobile phones and camera in the toilets and changing areas.

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Woodwork Room	<p>The woodwork room is a self contained area in Jock's Cabin.</p> <p>It is only used for supervised activities with trained TVAP staff, following individual assessment for each activity.</p> <p>Other woodwork activities taking place in the main building or outside are subject to individual risk assessment.</p> <p>There is a detailed risk assessment for the woodwork room. This is a general one.</p>	Electrical Hazards.	<p>All circuits are isolated with key control.</p> <p>All sockets are RCD protected.</p> <p>All tools used by the Users are cordless.</p> <p>All tools meet current legislation and recommendation for PAT.</p>
		Misuse or injury from hand tools.	<p>All tools are kept in a locked metal cupboard and only taken out when being used in an activity. No tools are left unsupervised during an activity.</p> <p>Staff are trained in the safe use and control of hand tools.</p>
		Splinters and other injury from wood used in the activity.	Supervision and normal care should minimise any danger. All timber being used in an activity is prepared and checked before hand.
		Injury through inhalation or contact with sawdust.	There is physical ventilation in the room and we provide masks and other PPE as needed.
		General readiness and appropriateness for activity and intended target group.	This will be determined by trained staff prior to any activity being undertaken in the room.

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Parking Area	Area is a public highway and children have to cross access road from parking bays to enter the Playground. This is not a busy road but is used constantly.	Users being hit by vehicle in lay-by.	Visiting staff / parents are responsible for the Users in the parking areas, adequate supervision and control will greatly reduce any risk.
		Users running away from carers, potentially onto main road.	Parking area has a wooden fence between it and the main road. Fence is checked daily as part of the Site preparation protocols.
Entrance Gates	Single gate for pedestrian access and double gates for vehicle/ delivery etc, TVAP staff control access through the gates, which are locked when the playground is open. There is a bell at the single gate to call the staff to the gate.	Users escaping from the site whilst the gate is opened to allow others to enter or leave.	Only Permanent staff have keys to the gate. Staff are well trained in safe practices and are vigilant to other users whilst they are opening the gate.
		Users escaping whilst double gates are open.	If the double gates are opened whilst there are users on site then 2 TVAP staff must be present to ensure safety of users on site.
		Safeguarding protocols.	TVAP staff do not allow access to the site without valid reason or without appropriate ID / Appointment.
		Mechanical / structural failure of gates / fences	Gates and fencing are checked daily as part of our preparation / health and safety protocols.

Thames Valley Adventure Playground - General Risk Assessment

	Evaluation / comment	Hazard / Risk	Control
Outside Play Equipment	The outside play equipment may present a variety of inherent potential hazards.	Entrapment, motion and other physical hazards are evaluated at time of installation, build. Hazards such as splinters and abrasion are ongoing concerns but are deemed to be within normal accepted levels.	All equipment is thoroughly checked for physical and operational integrity weekly. Any action needed is prioritised and remedial works are undertaken as soon as is needed to make the equipment safe to use. If the equipment cannot be made safe it is isolated or removed. These checks are recorded. All play equipment is visually checked daily.
	Treatments and paint	Poison through ingestion of preservatives or paint	All treatments used are non-toxic and used in accordance with COSHH advice sheets
	Access and access restriction	There is a risk that users may be struck / injured from movement of certain equipment.	All potentially hazardous equipment is isolated or defined by fencing. This is checked daily.
	Safety Surfacing is installed where needed, under and around play equipment.	Safety surface will help to minimise injury caused through falls from height.	All surfacing is checked daily to ensure that it is fit for purpose. All potential fall points are fenced and any additional hazards removed from ground under/around fall areas.
Paths	There are tarmac and block paving paths around the site as well as grass transit routes.	Trips and falls. Slips	All paths are checked daily by TVAP staff. Grass areas are kept well cut and any 'pot holes' dealt with immediately.