

Potential Risk	Who could be at risk/ injured?	How is the risk managed?	What action needs to be taken, if any?
<p>Slip, trips and falls Falling over/ off equipment, slippery floors, entrances slippery, uneven surfaces (inside and outside), falling up/ down stairs</p> <p>Broken bones, bruises, sprains, head injuries, falling/ slipping with baby</p>	<p>Everyone including pregnant women/ people</p>	<p>Visual and physical checks of yoga mats/ floor matting prior to use. Mats to be laid flat with no upturned edges to reduce the risk of tripping</p> <p>Spillages are cleaned up immediately, floor checked to ensure it is not slippery</p> <p>Handrail fitted to one side of the stairs to hold on to. Stairs are not steep and have a turn in them. Stairs are wider than a normal staircase. Visual checks to ensure flooring is not defective and is in good working order with no rips, holes, loose edges. Stairs fitted with metal/ non slip edges. Stairs are free from obstruction</p> <p>Equipment in specified areas (e.g. toys in the centre on the play mat) to avoid falls and trips</p> <p>Bin provided, rubbish to be taken away at the end of each class to reduce falling risk</p> <p>Participants asked to keep their area tidy</p> <p>Flooring and walkways checked inside to ensure it is even and not damaged</p>	<p>If yoga mats/ floor matting become ripped or damaged they will not be used and will be removed</p> <p>Remain vigilant, cleaning equipment and supplies available to use, yellow floor sign available to use</p> <p>Visual checks, problems reported to landlord</p> <p>Remove rubbish and ensure floor is clear from clutter and rubbish at all times</p>

		<p>Unit has adequate lighting for people moving around</p> <p>Equipment is checked prior to use and faulty equipment not used and taken away</p> <p>Yellow wet floor sign available to use</p> <p>Non slip door mat in the entrance</p>	
Choking on toys – risk of restricted airway, total obstruction and death	Babies	<p>Toys and equipment checked prior to use for loose/ missing parts</p> <p>Toys purchased from reputable supplier to ensure they meet the adequate standards</p> <p>Are range of toys considered, only use toys which are suitable for the age group of the participants</p> <p>No toys with small parts permitted</p> <p>Children are supervised by their adult, these classes are for parent and baby, no children left</p>	Visual and physical checks to remain in place
Risk of infection from toys, hand washing	Babies and everyone	<p>Toys are to be cleaned after use, baby sensory scarves and soft toys washed</p> <p>Parents provided with their own baby sensory scarf to use to class</p> <p>Suitable hand washing facilities on site, checked to ensure they have soap and hand dryer available in good working order</p>	Ensure cleaning equipment is available to use and equipment is checked to ensure it's clean prior to use

		<p>Hand sanitiser available to use</p> <p>Participants asked not to attend class if they, or their baby is unwell (or has been unwell and could pass on infection)</p>	
Hot drinks, risk of burns, scalds, drinks spilling	Everyone but in particular babies	<p>Hot drinks are to be given in appropriate containers and not filled to the top</p> <p>Drinks must be kept out of reach of babies and stored in an appropriate place (table, hard surface on the side out of reach of children and babies)</p> <p>Verbal warning given for hot drinks</p> <p>Kettle is on a stable worktop, not overfilled and away from reach of children. Class participants are not permitted to use the kettle.</p>	Continue with visual checks and verbal warnings
Button batteries could cause death	Everyone but in particular babies	Button batteries are not permitted due to the risk of death. No toys have these	Not to buy any equipment batteries with button batteries
Fire, risk of people becoming trapped, burnt and smoke inhalation	Everyone	<p>Exits and entrances to be clear of obstruction to allow swift, easy exit for participants and emergency services to enter the building</p> <p>Fire blanket and fire extinguishers in date and serviced, available within the unit</p> <p>No flames, sparks, lighters inside the unit</p> <p>Electrical equipment is PAT tested and checked for faults prior to use, to ensure it is in good working order</p>	Continue with visual checks Verbal instructions

		<p>Rubbish is kept in the bin provided and taken home at the end of each session</p> <p>Fire evacuation procedure, policies and risk assessments undertaken and understood</p> <p>Fire assembly point known</p> <p>Fire 'housekeeping' completed at the start of every session (if the fire alarm goes off what to do, if there is a fire alarm test planned etc)</p>	
Reaction to massage oil	Babies and parents	<p>Baby massage oil (100% organic oil used) with no essential oils, supplied by reputable supplier</p> <p>Patch test carried out prior to use on baby and parent on babies ankle the week before we begin to use oil in classes</p> <p>Massage oil is not used for babies under 6 weeks old</p> <p>Parents are given their own massage oil to use and take home to reduce cross contamination</p>	Verbal instruction given to parents, check use by date prior to distribution
Scratches to baby from rings and fingernails	Babies	Request parents to be mindful of long nails and to take rings off (and store in a safe place away from baby) to reduce the risk of scratching baby	Verbal warnings to class attendees
Photo backdrops falling onto baby causing injury	Babies and parents	Photo backdrops are secured properly to the photo back drop frame to ensure it does not fall down. Photo backdrops used occasionally for themed classes e.g. valentines and Easter classes. Photo backdrops are light and made	Visual and physical checks every time to ensure backdrop safety

		from tablecloth type material and are only used while child is with their parent/ grown up	
Paper cuts and infection from 'song sheets' in baby classes	Everyone	'song sheets' are laminated to prevent paper cuts  Laminated so they can also be cleaned after each class	New song sheets to be laminated and replaced if damaged
Medical information which is relevant to ensure class is suitable for the participant	Everyone	Notable medical history requested upon booking to ensure the class is suitable e.g. 'clicky hips', SPD, epilepsy, fainting, allergic reactions. If a condition is disclosed and medication is required in the event of an emergency e.g. Epi Pen, the participant must make me aware of where it is located and any instructions required  GP consent is requested prior to attending baby classes  Pregnant women/ people requested to speak to their midwife prior to starting a pregnancy class to ensure it is suitable for them. Pregnancy classes can only be booked onto after 12 weeks gestation	Continue to take details
Allergic reactions	Everyone	When booking participants are required to fill out a booking form, which includes allergies e.g. milk, nuts.  If an Epi pen is required, participants to ensure they have this with them at all times, disclose where is it located should it be needed and any instructions	Check with participants again

Appropriate clothing to ensure participants are comfortable and to reduce the risk of injury	Participants	Participants are advised to wear appropriate clothing and footwear for classes to reduce the risk of falls and trips	Information included in terms and conditions
Injury from using a birth ball	Participants	Participants are instructed how to use a birth ball correctly, they are asked prior to booking a pregnancy class to discuss with their midwife. Pregnancy classes are not suitable for under 12 weeks gestation  Birth balls are blown up correctly and to the correct height for the participant	Verbal instruction given with safety information
Allergic reaction to essential oils	Everyone	Essential oils are not used in classes, this includes oil diffusers and in massage oils. Participants are requested to speak to their midwife or HCP prior to using oils and to seek advice on safe oils from a clinical aromatherapist if they intend to use them	No essential oils used in sessions, continue to remind participants to speak to HCP
Risk of cross contamination causing health problems, allergic reaction and/ or infection	Everyone	Small sweet treats, similar to those found at a hotel tea stand (e.g. Penguins, Club biscuits) are all pre wrapped, there is no biscuit tin to pass around.  Sweet treats are all checked to ensure packaging is in tact and they are in date  Branded biscuits are available which contain ingredients list	Sweet treats to remain being purchased as individual treats, continue to check packaging and use by date
Trips, falls and slips from trailing wires/ cables which could cause back injury, broken bones, sprains, other injury	Everyone	Wires and cables are not trailing and electrical equipment is on worktops	Continue to give verbal instruction, continue to clear away anything on the floor and use designated areas available

<p>Manual handling injury and carrying equipment which could result in back injury, falling, tripping up</p>	<p>Everyone</p>	<p>Participants are not required to bring any equipment, it is all provided for use in the session so they don't need to carry anything in, it is all in place when they arrive</p> <p>Good manual handling technique used by myself to move equipment. Not over loaded or straining</p>	<p>No heavy equipment required to be brought up stairs, if a 2 man lift is required this will be arranged</p>
<p>Contact with cleaning equipment could cause skin reaction or injury to eyes</p>	<p>Everyone but particularly myself</p>	<p>Domestic grade cleaning products used in the correct way as directed on the label</p> <p>Pointed away from eyes when using</p> <p>Stored in a child locked unit, out of reach of children</p> <p>Participants will not use cleaning equipment</p> <p>Wet floor signs available to use</p>	<p>Continue to follow instructions on the packaging</p>
<p>Risk of infection in particular yoga mats, chairs, tables</p>	<p>Everyone</p>	<p>Before use equipment to be checked to ensure it's clean. Equipment to be cleaned after every use to reduce the risk of infection</p> <p>Toys are on a rotation basis, so the same toys are not used for the next class</p>	<p>Visual checks for dirt to remain in place, cleaned after use</p>