



National Centre for Family Hubs

Please adapt and check with your legal team if appropriate

Risk Assessment Template: Family Hub – Toddler Group Partnership

1. Activity Overview

Setting / Venue: _____

Toddler Group Name: _____

Family Hub Staff Attending: _____

Date of Assessment: _____

Review Date: _____

Assessed By: _____

Role: _____

2. People at Risk

- Babies/children
- Parents/carers

- Family Hub staff
- Toddler group volunteers
- Venue staff
- Visitors
- SEND children / families requiring adaptations

3. Hazard Identification and Control Measures

Hazard	Who is at risk?	Existing Controls	Risk Level (L/M/H)	Additional Controls Needed	Action By / Date
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4. Common Hazard Prompts

- Slips, trips and falls
- Fire exits and evacuation
- Choking hazards and toy safety
- Allergies and food safety
- Safeguarding and supervision
- Lone working considerations

5. Supervision & Staffing

Lead Practitioner for the Session: _____

Staffing Arrangements: _____

Lone Working Required? Yes / No

If yes, what controls are in place? _____

6. Emergency Procedures

Fire Exit Route: _____

Assembly Point: _____

First Aid Lead on Site: _____

Safeguarding Lead (Toddler Group): _____

Safeguarding Lead (Family Hub): _____

Emergency Contact Numbers: _____

7. Final Overall Risk Rating

Overall risk rating: Low / Medium / High

8. Sign-Off

Assessor Name & Signature: _____

Date: _____

Manager / Supervisor Approval: _____

Date: _____