

Snug Play Planning Checklist

Use this checklist to help plan, assess and prepare for the introduction of a Snug Play system in your setting.

1. Space & Location

- ☐ Identify the intended play area (outdoor or indoor)
- ☐ Measure available space and compare with recommended system sizes
- ☐ Confirm clear access routes to and from the play area
- ☐ Check surface type (e.g. grass, tarmac, rubber, indoor flooring)
- ☐ Ensure sufficient space around the system for safe movement
- ☐ Consider visibility for staff supervision

Note: Larger spaces support greater movement and social interaction.

2. Children & Usage

- ☐ Identify age ranges of children using the system
 - ☐ Consider a mix of abilities, including SEND requirements
 - ☐ Estimate typical group sizes during playtime
 - ☐ Decide whether use will be free play, structured sessions, or both
 - ☐ Consider rotation or time-based access if required
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3. System Selection

- ☐ Select the most appropriate Snug Play system based on space and usage
 - ☐ Consider future expansion as needs change
 - ☐ Review recommended user numbers for the selected system
 - ☐ Confirm storage requirements for loose components (if applicable)
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4. Supervision & Staffing

- ☐ Identify supervision levels required during play
- ☐ Ensure staff understand the open-ended nature of Snug Play
- ☐ Agree clear expectations for staff monitoring and support
- ☐ Consider staff briefing or training where appropriate

Snug Play encourages imaginative, child-led play and benefits from active supervision.

5. Risk Assessment

- ☐ Complete a site-specific risk assessment prior to use
 - ☐ Consider playground layout, surfaces and boundaries
 - ☐ Assess potential risks linked to movement, lifting and rearranging components
 - ☐ Agree acceptable risk levels in line with school policy
 - ☐ Review and update risk assessment periodically
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6. Safety & Play Principles

- ☐ Acknowledge that Snug Play includes both static and loose-parts elements
 - ☐ Recognise the importance of risk as part of healthy play
 - ☐ Ensure children understand basic safe-play expectations
 - ☐ Confirm adult supervision will be in place at all times
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7. Inclusion & Accessibility

- ☐ Ensure the system supports inclusive participation
 - ☐ Consider physical, sensory and social accessibility
 - ☐ Review how the system supports SEND and mixed-ability play
 - ☐ Identify opportunities to encourage collaborative play
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8. Funding & Approvals

- ☐ Confirm budget or funding source
 - ☐ Check alignment with SEND, wellbeing or inclusion funding criteria
 - ☐ Secure internal approvals (e.g. headteacher, governors, local authority)
 - ☐ Retain planning and risk assessment documentation
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9. Ongoing Review

- ☐ Monitor usage and engagement once installed
 - ☐ Gather staff and pupil feedback
 - ☐ Adjust layouts or play approaches as needed
 - ☐ Consider future system expansion
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Need Support?

Our team can help you:

- Choose the right system
- Review space requirements
- Support planning and approvals

 Contact us for guidance or to request a brochure.

www.snugplay.co.uk
