

**RISK ASSESSMENT FINDINGS**

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| --- | --- |
| **Department/Service** |  |
| **Date** |  |
| **Assessor** |  |
| **Approved By** |  |
| **Review Date** |  |

**Relevant Legislation:**

The Management of Health and Safety at Work Regulations 1999

**RISK ASSESSMENT RECORD**

**ACTIVITY and/or ENVIRONMENT TO BE ASSESSED: Classroom (Generic)**

**DATE:**

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| --- | --- | --- | --- | --- |
| **KEY (People at risk)** | **Likelihood (L)** | **Severity (S)** | **Risk Calculation** | **Risk Rating** |
| E = Employee YP = Young PersonsP = Public C = ContractorsV = VisitorsEM = Expectant Mothers | 1. Very Low (rare/very unlikely)2. Low (unlikely)3. Medium (could occur/possible)4. High (likely to occur/probable)5. Very High (near certain to occur)  | 1. Insignificant (nuisance/discomfort)2. Minor (no lost time)3. Moderate (time loss)4. Significant (serious/incapacity to work)5. Major (Death) |  Likelihood x Severity=Rating | **1- 6** **LOW RISK** Monitor * 1. **MEDIUM RISK** Monitor, review & reduce risk where possible

**14-25** **HIGH RISK** Further Action Required |

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| **1.Hazards Identified and potential harm it could cause** | **2. People****At Risk** | **3.Controls in Place** | **4.Risk Rating** | **5. Further Action Required/ Recommendations** | **6.Target Date for Completion** |
| **L** | **S** | **Score** | **Risk** |

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| Defective Flooring causing slips, trips or falls. |  | * Inspection of flooring
* Prompt maintenance of defects
* Supervise use of liquids in class
* Immediate cleaning of spillages
* Appropriate edging strips used where different floor coverings meet
 |  |  |  |  |  |  |
| Defective Flooring causing slips, trips or falls. |  | * Adequate supervision of pupils
* Immediate safe storage after use
* System to ensure all sharp objects are returned
* Identify suitable safer equipment
 |  |  |  |  |  |  |
| Trailing electrical cables causing trips or falls |  | * Avoid use of extension leads
* Ensure sufficient sockets
* Use of cable covers where cables are a trip hazard
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| Electrical equipment and sockets (electrocution) |  | * Portable appliance testing (PAT)
* Regular visual inspection
* Fixed installation testing
 |  |  |  |  |  |  |
| Hot radiators or heaters |  | * Low surface temperature radiators
* Radiator screen/housing
 |  |  |  |  |  |  |
| Open windows (falls) |  | * Opening limiters fitted to windows above ground level
 |  |  |  |  |  |  |
| Inadequate supervision of pupils |  | * Ensure pupils are adequately supervised
 |  |  |  |  |  |  |
| Hot drinks during activities creating a risk of scalding |  | Hot drinks should not be served /consumed during activities where children are at play due to the risk of scalding. Staff have designated breaks to consume hot drinks. |  |  |  |  |  |  |
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