

**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: Corridors and Stairs**

**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 – slips, trips and falls |  | * Inspection of flooring
* Prompt maintenance/repair of defects
 |  |  |  |  |  |  |
| Items stored in corridors – trips, falls, fire risk, obstructed escape |  | * Good housekeeping procedures
* Regular inspection
* Ensure bags, coats and other items are not blocking corridors
* Identify designated storage areas
 |  |  |  |  |  |  |
| Liquid spillages – slips, falls |  | * Reporting procedure for spillages with prompt action to clean up
* Safe cleaning procedures including: Precautions for cleaning up bodily fluids.

Referral to data sheets for hazardous substances |  |  |  |  |  |  |
| Trailing electrical cables – trips, falls |  | * Avoid use of extension cables
* Ensure sufficient sockets
* Use of cable covers where necessary
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| Electrical equipment & sockets – electrocution |  | * Portable appliance testing and regular visual inspection
* Fixed installation testing
* Not to be located on designated escape routes
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| Defective fire doors |  | * Fire doors to be fitted with self-closure devices
* Fire doors must not be propped open unless by magnetic holders with release linked to fire detection system
* Regular inspection
 |  |  |  |  |  |  |
| Hot radiators / heaters |  | Low surface temperature radiators / appropriate cover guards where pupils are present |  |  |  |  |  |  |
| Open or broken windows – falls, cuts injury |  | * Opening limiters fitted to windows above ground level
* Selection of appropriate glazing in doors and door panels with consideration given to location and height of glazing, traffic volumes etc.
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