

**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: Provision of First Aid cover/spillages of blood or other fluids/procedure re human or animal bites**

**DATE:**

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| **KEY (People at risk)** | **Likelihood (L)** | **Severity (S)** | **Risk Calculation** | **Risk Rating** |
| E = Employee YP = Young Persons  P = Public  C = Contractors  V = Visitors  EM = 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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| Size of the premises and layout – e.g. split sites, different levels, separate buildings etc. |  | Number and location of first aid boxes and other first aid equipment e.g. first aid room where appropriate with appropriate signage (at least 1) in a prominent position informing people who first aid trained personnel are and their location |  |  |  |  | Person nominated to check stock and replace used stock. |  |
| Number of staff, pupils, service users etc. |  | Number of qualified (First Aid at Work) certificate holders and appointed persons/Emergency First Aid trained certificate holders with training kept up to date as per legal requirements |  |  |  |  |  |  |
| Location of building – e.g. rural, close to town etc. |  |  |  |  |  |  |  |  |
| Specific risks e.g. pupil with specific health needs, use of machinery, PE etc. |  | Health Care Plan in place |  |  |  |  | Refer to School Nurse Team and/or GP/Specialist |  |
| Previous history of accidents. |  |  |  |  |  |  |  |  |
| Lunch/break time cover |  | Staff Rota in place |  |  |  |  |  |  |
| Offsite activities e.g. educational visits |  | First Aid kit taken on visits along with any medication |  |  |  |  | Refer to EVOLVE |  |
| Protocol for blood / other bodily fluid spillages: |  | * Plastic container / bucket with lid containing leak proof bags, paper towels, cleaning solution e.g. Milton, disinfectant etc. * Personal protective clothing (PPE) disposable gloves and aprons, eye protection. (single use items must be replaced). * Person cleaning the spillage must wear: Disposable gloves and apron and eye protection. Using paper towels soak up spillage and place paper towels in to leak proof bag. * Clean affected area using cleaning solution and paper towels and place used towels in to leak proof bag. Ensure area is left clean and dry. * Dispose of all bagged items including gloves, aprons etc. securely e.g. medical waste bin if available. |  |  |  |  | Replace used stock. |  |
| Human or Animal Bites that have penetrated the skin: |  | Basic first aid should be applied to minimise the risk of infection and control bleeding. The injured person must be referred to either Hospital A & E department or Occupational Health Department – (OHD referral can be arranged by contacting RMBC HR department for employees) or GP referral in the case of pupils immediately (dependant on extent of injury). |  |  |  |  |  |  |
| Vaccinations and Personal Protective Clothing / Equipment: |  | Individual schools are responsible for the provision of any personal protective equipment and treatment identified via a risk assessment/ advised by a medical practitioner to enable staff to work safely Anaphylaxis management – Allergic reaction Risk Assessment |  |  |  |  |  |  |
| Allergic reactions |  | Refer to Anaphylaxis management – Allergic reaction Risk Assessment |  |  |  |  |  |  |
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