

RISK ASSESSMENT

STAFF

NAME: RACHEL MERCER – SCHOOLS SERVICES MANAGER

DEPARTMENT: SCHOOLS DEPT W.D.O.A.M.

What is the Task?	What are the Hazards?	Who is at Risk?	Risk Grading LMH A1 C3	Controls already in Place	Further Action to Reduce Risks.
Special Event Days: -Sustainability for School -Fire & Light -Midsummer Nights Dream -Romani Roots	In particular some of these days are organised for SEN children so each day & individual activity must be Risked Assessed according to conditions & activities & children attending	Children taking part	A3	Liaison with staff from school so we can estimate levels of risk involved before the visit e.g. during the planning stage. Ensure pupil staff ratio is 1:2. Health & safety check list sent to schools with booking confirmation	Themed days designed around needs of children taking part

Risk Grading	Low (L) A1, A2,A3	Medium (M) B1, B2, B3	High (H) C1, C2, C3
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I have identified the hazards indicated above and agree to follow relevant health & safety practices to reduce risk.

Signed.....Rachel Mercer**Date...** Reviewed Mar 2008...

SAFETY IS THE CONCERN OF EVERYONE