

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.
Victorian school lesson in school room from West Wittering. Also part of Victorian Rural Life all day workshop.	Flint walls & slip/trip in "playground".	Children	C3	Adult supervision.	
	Barrier dividing public area from workshop area – bang head on low beam entering school area.	Children/adults/staff	C3/C2	Member of staff taking class monitors entrance & exit from school.	Plans to modify barrier.
	Falling off benches.	Children	C3	Safety briefing.	
	Banging knees on desk for older (larger) pupils.	Children	C3	Safety briefing.	
	Wooden coats pegs – bruising from leaning on or poking eye on pegs.	Children/adults	B1	Pegs fixed to wall where children/adults less likely to lean against.	
	Cold in winter, hot in summer.	Children/adults/staff	C3	Children sessions in school cut shorter in very cold weather & longer spent on physical exercises at start – regular breaks for staff taking sessions for hot/cold refreshments.	Modern heater used in colder months. Board outside building to warn that this session is in progress.

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 August 2010...

SAFETY IS THE CONCERN OF EVERYONE