Risk Assessment Form

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| Assessor: **Nick O'Sullivan****J Anderson-Kirby** | Date: **September 2020** | Activity: **PE Equipment** | Location: **Gateway Federation Gorsley Goffs Primary School, Lea C.E. Primary School and Lea Pre School.** |
| Standard of dress for activity (if relevant): | PPE required:  | Other equipment used during activity: |
| Persons exposed (please tick): | **Employees** | **🗸** | **Pupils** | **🗸** | **Public** |  | **Others** |  | **Expectant Mothers** |  |
| **Hazards Identified – Guidance Note:** Look at the activity and identify hazard(s), **tick** if **present** and **significant.** If unsure, class as significant. Remember, whenever possible assessments should be carried out as a GROUP activity. The assessment should ignore trivia and every day hazards. Blank/empty boxes should be used when hazards not mentioned are present. |
| **Physical Injury Hazards** | **Physical Agents and Hazardous Substances** | **Miscellaneous** |
| Hit by moving vehicles |  | Hazardous substances |  | Display Screen Equipment |  |
| Contact with moving part of a machine |  | Micro organisms |  | Hot work/fire hazards |  |
| Hit by moving materials/substances i.e. water |  | Ionising radiation |  | Vibration |  |
| **Fall(s) from height** | **🗸** | Noise |  | Restricted access |  |
| Slips, trips and falls from the same level | **🗸** | Excavations |  | **Manual handling** | **🗸** |
| Contact with/ use of live electrical equipment |  | Ultraviolet light |  | Lone working |  |
| Contact with cold objects |  | Lasers |  | Confined spaces |  |
| Contact with hot objects |  | Flammable liquid/solids |  | Waste produced by activity |  |
| Contact with sharp objects |  | Extremes of Temperature |  | Stress |  |
| **Impact with objects** | **🗸** |  |  | **Posture** | **🗸** |
| Physical attack |  |  |  |  |  |
| Finger “nips” |  |  |  |  |  |

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| **Activity/Task/****Risk From** | **Hazard** | **Persons at Risk** | **Existing****Control Measures** | **S** | **L** | **R** | **Res** | **Further Control Measures required** | **Date further measures completed by**  |
| **PE Equipment fails or breaks during activities** | 1. Equipment in dangerous or poor condition
2. Persons cutting themselves or getting splinter injuries
 | Pupils/Staff | 1. Annual maintenance of equipment by reputable firm;
2. H&S Policy that stipulates the regular monitoring of apparatus, and its replacement whenever necessary;
3. Visual check of equipment prior to use;
4. Routine checks by PE staff at intervals prescribed by manufacturer or AfPE, and records kept for audit purposes.
 | 4 | 2 | 8 | M |  |  |
| **Pupils or staff injured whilst using equipment** | 1. Pupils slipping off apparatus
2. Pupils injuring themselves because of poor technique, prior medical conditions or lack of discipline.
 | Staff | 1. Lesson planned in accordance with AfPE ‘Safe Practice in Physical Education and school sports’ guidance;
2. Provision of sufficient protective matting/equipment;
3. Prior assessment of local ground and weather conditions suitable for activity;
4. Maintain control of pupil group by sufficient staff numbers related to group size, abilities and likely behaviour;
5. Dynamic assessment of pupils abilities, encourage pupils to report prior medical conditions which may affect safe participation;
6. Adequate first-aid provision;
7. Prompt reporting of ‘near hits’ or incidents on School Accident forms.
 | 3 | 2 | 6 | M |  |  |
| **Manual handling of PE equipment** | Staff or Pupils injuring themselves because of poor MH technique | Staff/Pupils | 1. Manual Handling Risk Assessment in place for PE staff;
2. Manual Handling training as appropriate resulting from the MH Risk Assessment.
 | 3 | 3 | 9 | M | Ensure staff who handle equipment have training to remind/inform them of how to safely carry and store equipment by end of Autumn Term 2021 |  |

**S (Severity of accident/ exposure) x L (Likelihood of that accident/exposure happening) = R (Result). Res = Risk Rating Score - L, M or H**

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| **Assessment authorised by Headteacher/School Business Manager** |
| **Print: JP Anderson-Kirby** | **Signature: JP Anderson-Kirby** | **Date: September 2020** |
| RISK RATING SCORE | **RESIDUAL RISK LEVEL** | **MANAGERIAL ACTION** | **RISK RESULT** |
| **1 - 5** | L - LOW | **Monitor, no action normally required** | **Acceptable = Risk Level & Controls Acceptable** |
| **6 - 10** | **M - MEDIUM** | **Attempt to improve controls so far as is reasonably practicable** |
| **11 - 25** | **H - HIGH** | **Priority action to be taken to apply control measures** | **Not Acceptable = Risk Level & Controls Not Acceptable – Further Action Required** |
| **The Risk Assessment should be reviewed where circumstances change and/or at least annually. Significant changes will require a new risk assessment. For minor changes complete the boxes below. Attach additional Assessment Review Pages as necessary.** |
| **Assessment Review** |
| **Reviewed by:** | **Review date: September 2021** | **Existing risk assessment valid? (Y/N):** |
| **Has the activity changed? (Y/N):** | **How:** | **New controls:** |
| **Have new equipment or materials been introduced? (Y/N):** | **What:** | **New controls:** |