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:** | | | |