

|                                  |                                   |                         |                                    |
|----------------------------------|-----------------------------------|-------------------------|------------------------------------|
| <b>Area or activity assessed</b> | Pregnant member of staff - Sample | <b>Assessment date:</b> | 31 Januray 2018<br>Review Feb 2019 |
|----------------------------------|-----------------------------------|-------------------------|------------------------------------|

**Identify hazards**

Consider the event and identify if any of the hazards listed below are significant (tick the boxes that apply)

|   |                                      |    |                        |    |    |    |
|---|--------------------------------------|----|------------------------|----|----|----|
| 1 | Fatigue                              | 6  | Passive smoking        | 11 | 16 | 20 |
| 2 | Lifting heavy books/children         | 7  | Toilet provision       | 12 | 17 | 21 |
| 3 | Infectious diseases                  | 8  | Working alone          | 13 | 18 | 22 |
| 4 | Harm to back – suffer from scoliosis | 9  | Slips, trips and falls | 14 | 19 | 23 |
| 5 | Display screen equipment             | 10 |                        | 15 | 20 | 24 |

**Notes:**

|                            |                |               |                                    |
|----------------------------|----------------|---------------|------------------------------------|
| <b>Name of Assessor(s)</b> | Tiffany Callis | <b>Signed</b> | <b>Ratio of adults to children</b> |
| <b>Review date</b>         |                |               |                                    |

| Identify hazards                             | Who might be harmed?    | Control measures   | Likelihood rating (A) | Severity of injury (B) | Risk rating (A x B) | Further action               |
|--|-------------------------|--|-----------------------|------------------------|---------------------|------------------------------|
| 1. Fatigue – harm to teacher or unborn child | Teacher/member of staff | Change position regularly, avoid squatting. Ensure regular rest breaks. Organise timetable so there is time for break sessions.                            |                       |                        |                     | Ask for help where necessary |
| 2. Lifting heavy books/children              |                         | Avoid moving and handling where possible. Avoid twisting and stooping. Get help.   |                       |                        |                     |                              |
| 3. Infectious diseases                       |                         | Check with nurse regularly for any pupils reported with infectious diseases. Eg swine flu<br>Good ventilation maintained in classrooms to reduce lingering |                       |                        |                     |                              |

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| Identify hazards                            | Who might be harmed? | Control measures  | Likelihood rating (A) | Severity of injury (B) | Risk rating (A x B) | Further action                               |
|---|----------------------|---|-----------------------|------------------------|---------------------|--|
|   |                      | airborne infections   |                       |                        |                     |  |
| 4.<br>Harm to back - suffers from scoliosis |                      | Women who have been successfully treated for scoliosis have only minor or additional risks at all for complications during pregnancy and delivery – rest when necessary |                       |                        |                     |  |
| 5.<br>Display screen equipment              |                      | Avoid sitting at compute for too long, get up and move around. Replacement chair to be provided if necessary.   |                       |                        |                     |  |
| 6.<br>Passive smoking                       |                      | No smoking allowed in school buildings  |                       |                        |                     |  |
| 7.<br>Toilet provision                      |                      | Time allowed for regular breaks   |                       |                        |                     | Speak to line manager or director of studies |
| 8.<br>Working alone                         |                      | Avoid working alone, carry mobile phone at all times. Inform line manager when you leave site.  |                       |                        |                     |  |
| 9.<br>Slips, trips and falls                |                      | Bags and books stored out of the way of walkways. Good housekeeping maintained. Good external lighting. Outside area cleaned regularly.                                 |                       |                        |                     |  |

#### Likelihood

|    |                |   |
|----|----------------|---|
| 1. | Rare           | Cannot believe that an even of this type will occur in the foreseeable future (1 to 3 years)                            |
| 2. | Unlikely       | Risk remains a possibility or yearly occurrence. No trend.  |
| 3. | Possible       | Risk is monthly occurrence. Identified trend.   |
| 4. | Very likely    | Risk is weekly or likely to occur but not persistent threat.  |
| 5. | Almost certain | Issues that are a current or persistent threat. Risk is daily or frequently / expected to occur when task is performed. |

|                                  |                                   |                         |                                    |
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### Severity

|    |               |  |
|----|---------------|--|
| 1. | Insignificant | Very minor injury (minor cuts/grazes). Very limited property damage/loss   |
| 2. | Minor         | More serious injury <7 days off work/incapacity (sprains, serious cuts, bruising, injury needing medical attention. Slight property damage/loss. |
| 3. | Moderate      | RIDDOR reportable (to HSE) injury/sickness (except fatality). More than 7 days off work. Significant property damage/loss                        |
| 4. | Major         | RIDDOR reportable (to HSE) injury/sickness affecting more than one person (excluding fatality). Major property damage/loss.                      |
| 5. | Catastrophic  | Single or multiple staff fatality. Catastrophic property damage/loss   |

|                          |                | Severity      |       |          |       |              |
|--------------------------|----------------|---------------|-------|----------|-------|--------------|
| Likelihood of occurrence |                | Insignificant | Minor | Moderate | Major | Catastrophic |
| 1.                       | Rare           | 1             | 2     | 3        | 4     | 5            |
| 2.                       | Unlikely       | 2             | 4     | 6        | 8     | 10           |
| 3.                       | Possible       | 3             | 6     | 9        | 12    | 15           |
| 4.                       | Very likely    | 4             | 8     | 12       | 16    | 20           |
| 5.                       | Almost certain | 5             | 10    | 15       | 20    | 25           |

| Risk rating | Risk acceptability         | Management actions required  |
|-------------|----------------------------|--|
| 20 – 25     | Unacceptable (significant) | Work should not be started or continued until the risk has been reduced.   |
| 12 - 16     | Substantial (high)         | Work should not be started or continued until the risk has been reduced to a level that is as low as reasonably practicable.   |
| 8 - 10      | Manageable (medium)        | Efforts should be made to reduce the risk rating to as low as reasonably practicable. However, the costs of prevention should be carefully measured and justified.   |
| 3 – 6       | Manageable (low)           | Monitoring is required to ensure that current control measures are maintained. Consideration may be given to any further control measures that are cost effective or no additional cost burden. Record local actions, inform relevant manager. |
| 1 – 2       | Acceptable (trivial)       | No additional controls are required, standard monitoring is required to ensure controls are maintained. Record assessment, inform relevant manager.  |