

Area or activity assessed	General Classroom	Assessment date:	September 2018
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Identify hazards

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

1	Slips, trips and falls (movement around the room)	√	6	Unintentional misuse of small tools eg scissors, sellotape	√	11		16		20	
2	Falls from height	√	7	Unintentional use of play equipment	√	12		17		21	
3	Furniture misuse	√	8	Chemicals – paints, glues, spray cans, felt pens	√	13		18		22	
4	Unintentional use of computing / electronic equipment	√	9			14		19		23	
5	fire	√	10			15		20		24	

Notes:

Name of Assessor(s)	Georgie Smith	Signed	No. of continuation sheets
Review date	1 st September 2019		

Identify hazards	Who might be harmed?	Control measures	Likelihood rating (A)	Severity of injury (B)	Risk rating (A x B)	Further action
Slips, trips and falls	All Adults and child	Adequate supervision of group by responsible adults. Designated first aider Avoid running on uneven surfaces	5	1	5	Check internal flooring Check gangways for ease of access
Falls from height	Adults	Designated first aider Wear sensible shoes..	4	1	4	Use elephant stool to access high cupboards

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		Adequate supervision of group by responsible adults.				Monitor size of boxes stored on top of units
Furniture misuse	All	Adequate supervision of group by responsible adults. Designated first aider	4	1	4	Check permanent fixtures in good condition Check furniture in good repair Check Year 1 windows are fitted with working window restrictors Radiator services are protected
Unintentional use of computing / electronic equipment	All	Adequate supervision of group by responsible adults. Designated first aider	2	3	6	Workstation assessments Check PAT testing of necessary equipment Check for trailing cables and check repair of plugs and sockets
Fire	All	Adequate supervision of group by responsible adults. Designated first aider Designated fire personnel Regular fire drills	1	5	5	Fire evacuation procedure Fire safety checks (extinguishers. Smoke detectors)
Unintentional misuse of small tools eg scissors, sellotape	All	Adequate supervision of group by responsible adults. Designated first aider Ensure children know how to use equipment	5	1	5	Provide round ended scissors for child use
Unintentional use of play equipment	All	Adequate supervision of group by responsible adults. Designated first aider Ensure children know how to use	5	1	5	Ensure equipment is in good repair. Hygienically clean toys regularly

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		equipment				
Chemicals – paint, glue, felt pens, table top cleaning fluid	All	Adequate supervision of group by responsible adults. Designated first aider Ensure all containers are kept out of reach of children COSHH forms maintained by Site team	3	2	6	Ensure children wash their hands after playing/ using

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.

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

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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.

Children Specific Risk Information
