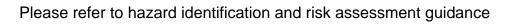
Spring Meadow Infant and Nursery School

Risk Assessment Form



| Hazardou Event | is 1 | 2 | 3 | 4 | 5 |
|-------------------|---|---|---|---|--|
| Likelihoo (L) | Very unlikely | Unlikely | Possible (Heard of it happening) | Likely | Very Likely |
| Severity (S) | None or trivial injury / illness or 1 person at risk | Minor injury or illness / Only minor first aid required or up to 5 persons at risk | Injury or illness that could result in lost time or up to 10 persons at risk | Specified major injury / severe incapacity, fractures, loss of consciousness or up to 25 persons at risk | Fatality / widespread loss – 25 or more persons involved |

| | 1 | 2 | 3 | 4 | 5 |
|---|---|---|----|----|----|
| 1 | 1 | 2 | 3 | 4 | 5 |
| 2 | 2 | 4 | 6 | 8 | 10 |
| 3 | 3 | 6 | 9 | 12 | 15 |
| 4 | 4 | 8 | 12 | 16 | 20 |
| | | | | | |

| ledium – identify improvements, draw u |
|--|
| ction plan and monitor |
| igh – urgent action required to reduce |
| xposure and re-access |
| |
| |
| |
| |
| |



| School Name: | Spring M | Spring Meadow Infant and Nursery School | | | | | | | | | | |
|---|-----------------|---|---|---------------|---|---|---|---------------|--|-----------|--|--|
| Activity Description: | Lone wo | rking | | | | | | | | | | |
| Person Completing: | Laura Fie | elding | 9 | | | | | | | | | |
| Hazards | Who is at risk? | L | S | Risk (L*S) | Current Control Measures | L | S | Risk (L*S) | Additional Requirements | Timescale | | |
| Injury through accident or illness. | Staff | 2 | 4 | 8 | Lone working should be avoided where possible. High-risk activities will not be undertaken while lone working (working at height, working with electricity, meeting with members of the public.) Reception, or a "buddy", will be made aware if lone working does | 1 | 4 | 4 | Look at the feasibility of using a lone working app. | Ongoing | | |

| | | | | | have to take place in any part of the school. | | | | |
|---------------------------|-----------------|---|---|---|--|---|---|---|--|
| | | | | | A written lone working procedure is in place, which details the check in system and communication system for lone working. | | | | |
| | | | | | Staff who are pregnant, or who have certain underlying health conditions identified in individual risk assessments, are to avoid lone working. | | | | |
| Lone working with pupils. | Staff Pupils | 3 | 3 | 9 | Lone working (1 on 1) with pupils should be avoided where possible. Where not possible, school procedure for lone working will be followed. | 2 | 3 | 6 | |
| | | | | | Searches must be carried out by a member of staff of the same | | | | |

| | | | | | sex as the student and must be witnessed by another member of staff.Administering of medicines must be witnessed by another member of staff. | | | | |
|--------------------------|-------|---|---|----|---|---|---|---|--|
| Injury through violence. | Staff | 3 | 4 | 12 | Where meetings with upset or angry parents must take place, another member of staff will be present. Staff will avoid undertaking home visits to deal with upset of angry parents. | 1 | 4 | 4 | |
| | | | | | The school's policy on home visits includes the process for monitoring staff safety. This includes: | | | | |

| Managers/buddies being aware of schedule. Regular check-ins Use of a lone working app |
|---|
| Staff will avoid leaving the premises on their own if they are concerned about their welfare. |
| Sufficient lighting is provided in car parking areas. |
| Staff will avoid lingering in the carpark/pickup area on their own, especially during winter months where there is limited daylight. |

| | | | | Please refer to | Risk A | v Infant and Nu ssessment F fication and | orm | | | nent | guic | anc | e e e e e e e e e e e e e e e e e e e |
|----------------------------------|--|---|---|---|---|--|------|--------------------------|---|------|---------|----------|--|
| Initial Assessme Review Da | ate | Risk Ass following | viewed by th | ne | Tasks and control measures reviewed by the Governing Body: | | | | | | | | |
| Name (PRINT) | | Laura Fie | | | | me (l | PRIN | IT): | | | | | |
| Signature: | : | LER | | | Signature: Date: | | | | | | | | |
| Next Revie Date: | | | | | | | | | | | nent | , sut | ostances and procedures. There may be |
| | 1 | | | | | | | | 2 | 3 | | 5 | Risk Rating |
| Hazardous | 1 | | 2 | 3 | 4 | 5 | | 1 1 | 2 | | 4 | 5 | Low – monitor the situation |
| Event Likelihood (L) | Very unlik | nlikely Unlikely | | Possible (Heard of it happening) | Likely | Very Likely | | 2 2 3 3 | 4 | | 8 12 | 10 15 | Medium – identify improvements, draw up action plan and monitor |
| Severity (S) | None or tri injury / illne or 1 persor risk | vial illness ess minor nat requir | injury or s / Only first aid ed or up ersons at | Injury or illness that could result in lost time or up to 10 persons at risk | Specified major injury / severe incapacity, fractures, loss of consciousness or up to 25 persons at risk | Fatality / widespread loss – 25 or more persons involved | | 4 4 | 8 | 12 | 16 | 20 | High – urgent action required to reduce exposure and re-access |