

ESTABLISHMENT/SCHOOL Cantrell Primary School		SECTION/TEAM		DATE OF ASSESSMENT September 2020	
WHO MIGHT BE HARMED? Employees, pupils, service users				HOW MANY ARE AFFECTED? All Children / Staff / and Parents.	
HAZARDS (including inadequate or lack of arrangements)	EXISTING CONTROL MEASURES	✓ if in place ✗ if not	WHERE: ✗ State action to be taken with timescales ✗ Any additional control measures ✓ Site specific details	RESIDUAL RISK RATING High, Medium, Low	
Electric Shock	• Has the equipment undergone annual portable appliance testing (PAT) by a competent person e.g. electrician?	Yes	Site Manager	Low	
	• Has the equipment been visually checked for damage e.g. damage to electrical leads, plugs, sockets etc.	Yes	Site Manager. All staff to check appliances before use.	Low	
	• Is an RCD/circuit breaker required e.g. is any equipment used externally or in an area which is wet e.g. pressure washer, wet/dry vacuum cleaner?	N/A	N/A	N/A	
Slips, Trips & Falls	• Are arrangements in place to ensure that trailing leads do not pose a trip hazard?	Yes			
	• Are wet or slippery floors appropriately signed and cordoned off?	Yes	Signs are available for usage.	Low	
Manual Handling	• Can the risk be avoided? If not a more detailed assessment is required by the Manual Handling Operations Regulations.	Yes	Individual Risk Assessments	Low	
Fall from Height	• Are appropriate procedures in place for working at height, refer to Health and Safety Advice for Schools.	Yes	See ladders risk assessment.	Low	
Substances	• Are any substances in use covered by COSHH? If so, see COSHH assessment sheet?	Yes	COSHH	Low	
	• If the substance is not covered by COSHH, is it stored and used in accordance with the manufacturer's recommendations i.e. details contained in the health and safety data sheet?	Yes	Locked cupboards.	Low	

	<ul style="list-style-type: none"> Are arrangements in place to ensure segregation of acids and hypochlorites (i.e. not mixed together and suitably segregated during storage)? 	N/A	N/A	N/A
Explosion from Aerosols	<ul style="list-style-type: none"> Are aerosols stored away from sources of heat (e.g. avoid radiators, hot pipework, heaters, window ledges in direct sunlight etc?) 	Yes	Locked in cabinet in store room.	Low
Personal Protective Equipment	<ul style="list-style-type: none"> Is there sufficient personal protective equipment/clothing available suitable for the purpose e.g. safety footwear, eye protection, gloves, overalls)? 	Yes		Low
Contact with Bodily Fluids	<ul style="list-style-type: none"> Are arrangements in place for dealing with, and the disposal of, bodily fluids? See 'H & S Advice for Schools' <i>Bodily Fluids</i>. 	Yes	External Provider	Low
Needlestick Injuries	<ul style="list-style-type: none"> Are suitable arrangements in place for preventing needlestick injuries? See 'H & S Advice for Schools' <i>Needles/syringes</i>. 	Yes	External Provider	Low
Incorrect Storage	<ul style="list-style-type: none"> Are suitable arrangements in place for correct storage of cleaning materials/substances?. See 'Health and Safety Advice for Schools' <i>Storage and Hazardous Substances</i>. 	Yes	Locked Storage	Low
Lack of Maintenance	<ul style="list-style-type: none"> Is a schedule for repair and maintenance in place and is this schedule kept to? 	Yes		Low
	<ul style="list-style-type: none"> Are arrangements in place for worn or damaged step- ladders / ladders to be immediately removed from use and appropriately labelled? 	Yes	Separate Risk Assessment	Low
Unauthorised Access	<ul style="list-style-type: none"> Have adequate precautions been taken to prevent unauthorised use of the equipment? 	Yes	Authorised use only	Low
Training	<ul style="list-style-type: none"> Are staff 'competent' to ensure that the cleaning activities are undertaken safely (i.e. have sufficient training and experience or knowledge and other qualities)? 	Yes	Induction Programme	Low

<p>Are there any other foreseeable hazards associated with the cleaning activities undertaken on site?</p> <p>Please circle YES / NO</p>	<p><u>List any additional control measures:</u></p>			
--	---	--	--	--

Reference Documents

📄 Children's Services H&S Manual - workplace / premises safety' - 'hazardous substances'

ASSESSED BY (Print name) Ralph Surman

SIGNED *Ralph Surman*

DATE September 2020

LINE MANAGER Deborah Weaver

SIGNED
DW

REVIEW DATE
April 2023