

RISK ASSESSMENT: Physical Education- Internal areas (Page 1 of 5)



ESTABLISHMENT/SCHOOL Cantrell Primary School		SECTION/TEAM		DATE OF ASSESSMENT September 2020	
WHO MIGHT BE HARMED? Employees, pupils		HOW MANY ARE AFFECTED? Employees, pupils			
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	
Lack of arrangements	• Is there a written policy statement relating to the use of internal areas for PE included in the school's safety policy?	Yes		Low	
	• Are staff aware of this policy?	Yes		Low	
Area to be used for Physical Education	• Are procedures in place for regular inspections of the area?	Yes		Low	
	• Are adequate reporting procedures in place when defects have been identified?	Yes		Low	
	• Is there adequate ventilation?	Yes		Low	
	• Are lighting levels adequate?	Yes		Low	
	• Are the lighting units adequately guarded for the activities undertaken?	Yes		Low	
	• Is the floor surface in good condition (no trip hazards)?	Yes		Low	
	• Is safety glazing provided in all areas used for ball games?	Yes		Low	
Slips, trips and falls – Hall area	• Is the area free from clutter and obstructions?	Yes		Low	
	• Are the floors of a non-slip type, treated properly, cleaned regularly and free from wet or dust contamination? (Don't make smooth sports hall floors even smoother by polishing and buffing)	Yes		Low	
	• Are the pupils wearing suitable footwear for the planned activity?	Yes		Low	

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Slips, trips and falls – Changing room area	<ul style="list-style-type: none"> To avoid contamination of the floor surface with mud/water from pupils entering: <ul style="list-style-type: none"> are shoe-cleaning brushes/scrapers provided are suitable entrance mats for pupils to clean and dry feet on provided? 	Yes		Low
	<ul style="list-style-type: none"> Is non-slip flooring on floor surfaces provided? Ensure specialist anti-slip flooring is sourced and specified correctly. 	Yes		Low
	<ul style="list-style-type: none"> Are non-slip mats or grids in shower areas provided? 	Yes		Low
	<ul style="list-style-type: none"> Are handholds for people with disabilities provided? 	Yes		Low
	<ul style="list-style-type: none"> Are 'no running' signs displayed? 	Yes		Low
Fire	<ul style="list-style-type: none"> Are staff aware of the fire procedures? 	Yes		Low
	<ul style="list-style-type: none"> Are fire doors checked on a regular basis e.g. monthly, to ensure they can be opened? 	Yes		Low
	<ul style="list-style-type: none"> Are mats in good condition? Are they stored in a fire resisting store? 	Yes		Low
Supervision	<ul style="list-style-type: none"> Is there adequate supervision (suitable teacher to pupil ratio) taking into consideration pupils' ability, behaviour, age, etc.)? 	Yes		Low
Storage	<ul style="list-style-type: none"> Is the storage area suitable? (e.g. sufficient space, clean and tidy, means of preventing unauthorised access, lighting, access to high level storage etc.) 	Yes		Low
First Aid	<ul style="list-style-type: none"> Are adequate first aid facilities readily available? (trained first aiders, first aid kits etc.) 	Yes		Low
Legionella	<ul style="list-style-type: none"> Is the guidance in the Legionella Log Book followed regarding the routine maintenance of the showers (i.e. temperature checks, weekly flushing of the system and cleaning of the shower heads)? 	Yes		Low
	<ul style="list-style-type: none"> Are records retained in the log book relating to these arrangements? 	Yes		Low

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Physical Injury	<ul style="list-style-type: none"> Is the equipment appropriate for the age group concerned (e.g. age, strength and ability of pupils)? 	Yes		Low
	<ul style="list-style-type: none"> Is there sufficient space relative to the number of pupils present? 	Yes		Low
	<ul style="list-style-type: none"> Is there sufficient teacher to pupil ratio to provide adequate supervision? 	Yes		Low
	<ul style="list-style-type: none"> Do teachers always check the safe erection of apparatus as described in afPE 'Checklist for Faults' before it is used by the children? 	Yes		Low
	<ul style="list-style-type: none"> Are mats suitable for the purpose? 	Yes		Low
	<ul style="list-style-type: none"> Are the pupils wearing appropriate clothing for the planned activity? 	Yes		Low
	<ul style="list-style-type: none"> Is all jewellery always removed before every physical education lesson? 	Yes		Low
	<ul style="list-style-type: none"> Does a suitable warm up precede each activity to minimise the risk of injury? 	Yes		Low
	<ul style="list-style-type: none"> Are pupils instructed not to chew sweets or gum? 	Yes		Low
	<ul style="list-style-type: none"> Are procedures in place for regular inspection of the area? (E.g. for damaged tiles etc.) 	Yes		Low
	<ul style="list-style-type: none"> Do the showers have fixed temperature settings which cannot be tampered with? 	Yes		Low
	<ul style="list-style-type: none"> Are adequate facilities provided for the storage of clothing? 	Yes		Low
<ul style="list-style-type: none"> If facilities are used after field activities, is there an area available for removing outside footwear? 	Yes		Low	

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Manual handling activities	<ul style="list-style-type: none"> Have staff been trained in safe manual handling techniques? (eg. with regard to assembling, disassembling and storage of equipment) 	Yes		Low
	<ul style="list-style-type: none"> Have pupils been instructed how to handle equipment safely according to their age and strength? (See 'Safe Practice in Physical Education' by afPE) 	Yes		Low
	<ul style="list-style-type: none"> Are pupils supervised whilst handling equipment, where necessary? 	Yes		Low
Welfare Facilities	<ul style="list-style-type: none"> Are there adequate washing and shower facilities? 	Yes		Low
Maintenance of Apparatus/ Equipment	<ul style="list-style-type: none"> Is apparatus/equipment suitable for the purpose? (obtained from reputable sources, suitable for the age range etc.) 	Yes		Low
	<ul style="list-style-type: none"> Are arrangements in place for an annual inspection of apparatus/equipment to be undertaken by a competent person e.g. via Children's Services approved contract for the maintenance of gym equipment? 	Yes		Low
	<ul style="list-style-type: none"> Are regular visual inspections of apparatus/equipment carried out prior to use? 	Yes		Low
	<ul style="list-style-type: none"> Are arrangements in place for worn or damaged items to be immediately removed and/or appropriately labelled (e.g. <i>faulty - do not use</i>)? 	Yes		Low
	<ul style="list-style-type: none"> Are maintenance and inspection records kept? 	Yes		Low
	<ul style="list-style-type: none"> Is the equipment/apparatus adequately secured when not in use i.e. correctly strapped? 	Yes		Low
	<ul style="list-style-type: none"> Are arrangements in place to ensure there is no unauthorised/unsupervised use of equipment by pupils? 	Yes		Low

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Training	<ul style="list-style-type: none"> Are staff 'competent' to teach / supervise physical education lessons (i.e. have sufficient training and experience or knowledge and other qualities)? 	Yes		Low
	<ul style="list-style-type: none"> Have staff been provided with appropriate information, instruction and training where applicable? 	Yes		Low
Are there any other foreseeable hazards associated with the use of internal areas for physical education? Please circle YES / NO	<u>List any additional control measures:</u>			
<u>Reference Documents</u> <ul style="list-style-type: none"> 'Safe Practice in Physical Education', afPE. Available from www.lst4sport.com Children's Services H&S Manual- Physical Education 				
ASSESSED BY (Print name) Ralph Surman			SIGNED <i>Ralph Surman</i>	DATE September 2020
LINE MANAGER Debbie Weaver			SIGNED <i>Debbie Weaver</i>	REVIEW DATE April 2023