

ESTABLISHMENT/SCHOOL Cantrell Primary School		SECTION/TEAM		DATE OF ASSESSMENT September 2020	
WHO MIGHT BE HARMED? Employees, contractors				HOW MANY ARE AFFECTED? contractors and site manager	
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	
	<ul style="list-style-type: none"> Is a written policy statement included in the School's Health and Safety Policy? 	Yes		Low	
	<ul style="list-style-type: none"> Are staff aware of this policy statement? 	Yes		Low	

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	<ul style="list-style-type: none"> Does the Construction (Design and Management) Regulations (CDM) apply to the work which is being carried out? If yes, please see listed reference documents. Further advice can be obtained from the Safety Advisers Unit. 	Yes	<ul style="list-style-type: none"> sensibly plan the work so the risks involved are managed from start to finish have the right people for the right job at the right time cooperate and coordinate your work with others have the right information about the risks and how they are being managed communicate this information effectively to those who need to know consult and engage with workers about the risks and how they are being managed 	Low
<p>Selection of Contractors who are not 'competent'</p>	<ul style="list-style-type: none"> Has the 'competence' of the contractor been assessed e.g. for major projects contractors should be selected from the Authority's Standing Approved List. For minor/maintenance projects past performance in respect of health and safety, accreditation to trade bodies can be used as assessment criteria. 	Yes	tendering	Low

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	<ul style="list-style-type: none"> Has a pre-contract meeting been held between interested parties to identify site risks and safety procedures required as a result of the work which is to be carried out? 	Yes	Site meeting	Low
	<ul style="list-style-type: none"> Has a detailed method statement been produced where appropriate? 	Yes		Low

Physical Injury	<ul style="list-style-type: none"> Can work be undertaken out of school hours or during the holiday periods? 	Yes	Planned programme of work	Low
	<ul style="list-style-type: none"> If the work is to be carried out during school hours, have effective arrangements been made to segregate their work area (e.g. to ensure that pupils cannot gain access to the work area) 	Yes		Low
	<ul style="list-style-type: none"> Has a person/s been designated to control contractors whilst on the premises? 	Yes		Low
	<ul style="list-style-type: none"> Are procedures in place for contractors to report in/out? 	Yes		Low
	<ul style="list-style-type: none"> Have staff been informed of the presence of contractors where appropriate? 	Yes		Low
Hazards on site which might harm contractors	<ul style="list-style-type: none"> Have contractors been informed of any hazards on site e.g. the presence and location of asbestos and signed the asbestos logbook? 	Yes		Low
Poor security	<ul style="list-style-type: none"> Are suitable arrangements in place to keep the site safe and secure whilst unattended e.g. lunchtimes, evenings? 	Yes		Low

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Uncontrolled access/egress	<ul style="list-style-type: none"> • Are suitable arrangements in place to control the access/egress and movement of vehicles whilst on the premises? 	Yes		Low
	<ul style="list-style-type: none"> • Is safe access/egress maintained on the premises? 	Yes		Low
Control of Waste	<ul style="list-style-type: none"> • Are suitable arrangements in place to control waste? 	Yes		Low

<p>Are there any other foreseeable hazards associated with this activity?</p> <p>Please circle YES / NO</p>	<p><u>List any additional control measures</u></p>			
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<p><u>Reference Documents</u></p> <ul style="list-style-type: none"> ☰ NCC Guidance and Information Sheet No. 12 ☰ HSE leaflet - Contractors in Schools ☰ Children's Services H&S Manual- 'Contractors' 				
ASSESSED BY (Print name) Ralph Surman			SIGNED <i>Ralph Surman</i>	DATE September 2020
LINE MANAGER			SIGNED	REVIEW DATE April 2023