RISK ASSESSMENT Earth, Sun and Moon (KS2)

Activity/Situation

Earth, Sun and moon

Date of Assessment:

January 2010

							DIOY		RISK									
	HAZARDS IDENTIFIED Grouped by Outcomes			ONS A EXPOS IAZAR	SURE		RISK RATING WITHOUT CONTROLS IN PLACE	A WORST CASE OUTCOME						LIHOO	RATING WITH CONTROLS IN PLACE			
								1	2	3	4	5	1	2	3	4	5	
NO.		Employee	Students	Visiting staff	Public	ALL	Worst Case Outcome X Likelihood / Probability	Inconvenience	Minor Injury	Injury / Illness	Major Injury	Fatality / Multiple	Unlikely	Rarely	Infrequently	Sometimes	Often	(A x B)
1	Slips, trips and falls – walking around site	х	х	х			4x3=12				х			х				8
2	Slips, trips and falls Around pond	x	х	x			5x3=15					x	x					5
3	Hazardous Materials – Litter/Glass/Sharp Objects/Needles and syringes/ Dog poo	х	х	х			5x2=10					x	x					5
4	Manual Handling Carrying equipment	x	х	х			4x2=8				x			x				8
5	Weather – Extreme cold					х	5x1=5					х	x					5
6	Weather – Extreme sun/ hot					х	5X1=5					х	х					5
7	Traffic – Car parks					х	5x1=5					х	х					5
8	Cyclists within park		х	х			5x1=5					х	х					5
9	Strangers		х				5x1=5					х	х					5
10	Getting Lost		х	х			4x1=4				х		х					4
11	Gardeners machinery – tools on path or adjacent to path	х	х	х		_	3x 1 =3			х			х		-			3

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No	Risk Rating								
1	8	Safety talk given previous to leaving by teacher. Staying in pairs along path. No running. Suitable footwear worn.	Yes / No						
2	5	Tell staff and students of the location of any ponds in the park. Keep students away from the edges of the ponds/	No						
3	5	Whilst carrying out any activities within the park, there are risks of some hazardous materials in the park. Warn students not to pick up things that look sharp or spiky or human made objects i.e. litter. Pupils are also warned about possible dangers of walking on dog mess.	No						
4	5	Pupils shown how to use and carry sweep nets, magnifiers (not to point to the sun and look through), specimen pots, journey sticks etc.	No						
5	5	Pupils to be told to bring appropriate clothing; waterproof and extra layers. Teacher needs to monitor weather conditions. Play warming games if necessary	No						
6	5	Pupils to be told to bring sun cream, sun hats and bottled water. Teacher needs to monitor weather conditions. Shade should be sort to work in where appropriate.	No						
7	S	Safety talks on walking to site and through car parks. Pupils to remain in pairs.	No						
8	5	Do not walk pupils on cycle paths. Tell pupils to be aware of others using park in safety talk.	No						
9	5	Pupils to be advised that the park is a public space. Told not to talk to strangers and to stay with partner/ group. Report any incidents to members of staff.	No						
10	4	Safety talk: group told to stay together. Pupils told to stay still if lost. Pupils and assistants to be told approx. length of activity. Mobile to be carried by lead teacher.	No						
11	3	Insist that students do not touch any tools/machinery that they see.	No						

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	HAZARDS IDENTIFIED Grouped by Outcomes						RISK	WITH CONTROLS IN PLACE										RISK	
			ROM E	ONS A EXPOS IAZAR	SURE		RATING WITHOUT CONTROLS IN PLACE	w	B LIKELIHOOD /PROBABILITY					RATING WITH CONTROLS IN PLACE					
							III I LI LI	1	2	3	4	5	1	2	3	4	5		
NO.		Employee	Students	Visiting staff	Public	ALL	Worst Case Outcome X Likelihood / Probability	Inconvenience	Minor Injury	Injury / Illness	Major Injury	Fatality / Multiple	Unlikely	Rarely	Infrequently	Sometimes	Often	(A x B)	
1	Slips, trips and falls – walking around site	х	х	х			4x2=8				х			х				8	
2	Slips, trips and falls Around pond	х	х	х			5x1=5					x	х					5	
3	Hazardous Materials – Litter/Glass/Sharp Objects/Needles and syringes/ Dog poo	х	х	х			5x1=10					x	x					5	
4	Manual Handling Carrying equipment	х	х	х			4x2=8				x			х				8	
5	Weather – Extreme cold					х	5x1=5					х	х					5	
6	Weather – Extreme sun/ hot					х	5X1=5					х	х					5	
7	Traffic – Car parks					х	5x1=5					х	х					5	
8	Cyclists within park		х	х			5x1=5					х	х					5	
9	Strangers		х				5x1=5					х	х					5	
10	Getting Lost		х	х			4x1= 4				х		х	_				4	
11	Gardeners machinery – tools on path or adjacent to path	х	х	x			3x1 = 3			х			Х					3	

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No	Risk Rating	THESE CONTROL MEASURES ARE TO BE IN PLACE. LEADING TEACHER TO ENSURE ACCOMPANYING STAFF AND ADULTS ARE CLEARLY BRIEFED, BEFORE THE START OF THE ACTIVITY REGARDING THEIR SUPERVISORY ROLE + ACTION TO TAKE IF ANY PROBLEMS OCCUR	Is additional action req'd
1	8	Safety talk given previous to leaving by teacher. Staying in pairs along path. No running. Suitable footwear worn.	No
2	5	Tell staff and students of the location of any ponds in the park. Keep students away from the edges of the ponds/	No
3	5	Whilst carrying out any activities within the park, there are risks of some hazardous materials in the park. Warn students not to pick up things that look sharp or spiky or human made objects i.e. litter. Pupils are also warned about possible dangers of walking on dog mess.	No
4	5	Pupils shown how to use and carry sweep nets, magnifiers (not to point to the sun and look through), specimen pots, journey sticks etc.	No
5	5	Pupils to be told to bring appropriate clothing; waterproof and extra layers. Teacher needs to monitor weather conditions. Play warming games if necessary	No
6	5	Pupils to be told to bring sun cream, sun hats and bottled water. Teacher needs to monitor weather conditions. Shade should be sort to work in where appropriate.	No
7	S	Safety talks on walking to site and through car parks. Pupils to remain in pairs.	No
8	5	Do not walk pupils on cycle paths. Tell pupils to be aware of others using park in safety talk.	No
9	5	Pupils to be advised that the park is a public space. Told not to talk to strangers and to stay with partner/ group. Report any incidents to members of staff.	No
10	4	Safety talk: group told to stay together. Pupils told to stay still if lost. Pupils and assistants to be told approx. length of activity. Mobile to be carried by lead teacher.	No
11	3	Insist that students do not touch any tools/machinery that they see.	No

Activity/Situation General class room use													
HAZARDS IDENTIFIED Grouped by Outcomes	PERSONS AT RISK FROM EXPOSURE TO HAZARD	RISK RATING WITHOUT CONTROLS IN PLACE	W	ORST 0	A CASE C		ME 5		LIHOO 2	B /PR	OBABI	LITY 5	RISK RATING WITH CONTROLS IN PLACE

NO.			Employee	Students	Visiting staff	Public	ALL	Worst Case Outcome X Likelihood / Probability	Inconvenience	Minor Injury	Injury / Illness	Major Injury	Fatality / Multiple	Unlikely	Rarely	Infrequently	Sometimes	Often	(A x B)
1	Fires		х	х	х			5x1=5					х	х					5
2	Slips, trips and falls n side the classroom. Wiring, Chairs, tables		х	х	х			4x2=8				х			х				8
3	Worksho	us Materials – p materials i.e. vinegar, ate of soda	х	х	х			2x2=4		x					x				4
4	Toilet use	е.	х	х	х			1x1=1	х					Х					1
No	Risk Rating	THESE CONTROL MEASURES ARE TO BE IN PLACE. LEADING TEACHER TO ENSURE ACCOMPANYING STAFF AND ADULTS ARE CLEARLY BRIEFED, BEFORE THE START OF THE ACTIVITY REGARDING THEIR SUPERVISORY ROLE + ACTION TO TAKE IF ANY PROBLEMS OCCUR													Is additional action req'd				
1	5	Safety talk given at the star	t of the	works	shop. F	ire exit	s and m	neeting points are	explaine	ed the vis	iting sta	ff and pu	ıpils						No
2	8	Most of the time pupils will be sitting at there tables during the workshop. But sometimes when pupils are moving around the room i.e. for Demos, carrying out activities, during lunch. Ask students to not run in the class and be aware of tables and chairs that may be sticking out.													No				
3	4	Hazardous materials in the classroom such as vinegar and bicarbonate of soda. Is kept inside the workshop boxes. And is only handled by me or the visiting staff. Children will not have direct access to these materials.													No				
10	1	The toilets are separated int visiting stuff are usually as						ning of each work	shop toi	let proce	dures are	e explain	. And ve	ry young	g childre	n (year	· 3 and u	ınder),	No

This pro forma does not replace school policy risk assessments. This can be used for guidance only. Site must be visited assessed by teacher leading activity.

Teachers/ group leaders before taking a group should:

- 1. Re-read school own 'off-site' policy
- 2. Carry a mobile that has reception at the site
- 3. Carry telephone numbers for the school office where pupil details are stored
- 4. Carry a basic first aid kit
- 5. Check the adult: pupil ratio is correct
- 6. Carry an up-to-date register

