

**RISK ASSESSMENT FINDINGS**

|  |  |
| --- | --- |
| **Department/Service** |  |
| **Date** |  |
| **Assessor** |  |
| **Approved By** |  |
| **Review Date** |  |

**Relevant Legislation:**

The Management of Health and Safety at Work Regulations 1999

**RISK ASSESSMENT RECORD**

**ACTIVITY and/or ENVIRONMENT TO BE ASSESSED: Oxygen therapy and suction equipment in school**

**DATE:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **KEY (People at risk)** | **Likelihood (L)** | **Severity (S)** | **Risk Calculation** | **Risk Rating** |
| E = Employee YP = Young PersonsP = Public C = ContractorsV = VisitorsEM = Expectant Mothers | 1. Very Low (rare/very unlikely)2. Low (unlikely)3. Medium (could occur/possible)4. High (likely to occur/probable)5. Very High (near certain to occur)  | 1. Insignificant (nuisance/discomfort)2. Minor (no lost time)3. Moderate (time loss)4. Significant (serious/incapacity to work)5. Major (Death) |  Likelihood x Severity=Rating | **1- 6** **LOW RISK** Monitor * 1. **MEDIUM RISK** Monitor, review & reduce risk where possible

**14-25** **HIGH RISK** Further Action Required |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **1.Hazards Identified and potential harm it could cause** | **2. People****At Risk** | **3.Controls in Place** | **4.Risk Rating** | **5. Further Action Required/ Recommendations** | **6.Target Date for Completion** |
| **L** | **S** | **Score** | **Risk** |

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Manual handling injury lifting / carrying equipment. |  | * Ensure staff are adequately trained in manual handling.
* Ensure appropriate equipment is provided and used.
 |  |  |  |  |  |  |
| Incorrect use of equipment causing harm or injury |  | * Ensure responsible appointed staff are appropriately trained, supervised, instructed and provided with adequate information to enable them to conduct oxygen supervision procedures competently.
* Ensure care plan is drafted and regularly reviewed
 |  |  |  |  | Training provided by:Date of training:Date of review / re training etc.: |  |
| Safe storage, use, handling and transport on site. |  | * Ensure spare cylinders etc. are stored appropriately and secure e.g. locked container / adequate ventilation etc.
* Ensure staff are adequately trained in first aid etc.
* Ensure Building manager is informed (fire safety).
* Ensure the positioning of equipment does not cause a trip hazard e.g. in classroom etc.
 |  |  |  |  |  |  |
| Staff anxiety using equipment. |  | Ensure training and competence is kept up to date. |  |  |  |  |  |  |
| Transport of pupil from home – school – home. |  | Transport plan should be completed to ensure safe transport of pupil and equipment. |  |  |  |  |  |  |
| Evacuation of pupil in an emergency |  | Ensure that a Personal Emergency Evacuation Plan (PEEP) is completed and kept up to date for the pupil. |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |