

**RISK ASSESSMENT FINDINGS**

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| **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: Working at Height**

**DATE:**

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| **KEY (People at risk)** | **Likelihood (L)** | **Severity (S)** | **Risk Calculation** | **Risk Rating** |
| E = Employee YP = Young Persons  P = Public  C = Contractors  V = Visitors  EM = 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 |

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| **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** |

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| Slip, trip or fall whilst working at height causing injury. |  | * Wearing of appropriate footwear for work at height e.g. heel-less/ low heeled shoes with non-slip soles for working from a kick stool. Steel toed/non slip soles for construction work. * Consideration should be given to the hire of suitable equipment for specific jobs e.g. mobile elevated work platforms, scaffold etc. with trained staff and use of safety equipment e.g. harness etc. where appropriate. * Appropriate equipment is provided to enable safe access e.g. kick stool, steps and ladders. * Hand rails, foot boards etc. where provided/required are fitted. * Procedures followed for appointing contractors |  |  |  |  | Persons are instructed not to climb on chairs, tables etc.  Displays etc. are prepared before putting them up.  Consider alternatives e.g. displays at lower levels, use of pole to open high windows, use of telescopic pole for window cleaning/retrieving articles etc. to avoid working at height.  Staff to undertake a detailed risk assessment prior to commencing any work at height.  Arrangements for work at height are discussed with staff.  Staff training and provision of information where appropriate.  Consultation with safety officer for more advice. |  |
| Equipment becoming unstable causing injury. |  | * Stop work procedure immediately if there is any safety concerns. * Only competent persons to use/ assemble equipment where appropriate e.g. scaffolding * All equipment should be subject to a regular documented inspection regime with appropriate repair/replace schedule when appropriate. |  |  |  |  |  |  |
| Person walking into equipment. |  | * Appropriate safety signage where appropriate. * Stop work procedure immediately if there is any safety concerns. |  |  |  |  |  |  |
| Collapse of equipment causing injury. |  | * Stop work procedure immediately if there is any safety concerns. * Only competent persons to use/ assemble equipment where appropriate e.g. scaffolding * All equipment should be subject to a regular documented inspection regime with appropriate repair/replace schedule when appropriate. |  |  |  |  |  |  |
| Unauthorised access by a pupil/young person to a place at height. |  | * Restricted access to work areas and equipment. |  |  |  |  |  |  |
| Inclement weather conditions causing slip hazards, falling equipment etc. |  | Wearing of appropriate footwear for work at height e.g. heel-less /low heeled shoes with non-slip soles for working from a kick stool. Steel toed/non slip soles for construction work.  Cancellation/postponement of work due to inclement weather conditions.  Stop work procedure immediately if there are any safety concerns. |  |  |  |  |  |  |
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