

# Chad Vale Primary School Risk Assessment (Appendix H)

Lead Assessor

Paul Sansom

Date

1/10/08

Ref No	Identify the Hazard (Briefly describe the how the hazard is encountered and the type of harm that can arise) ➤ <b>Fire Drills/Emergency Evacuations</b>
1	Ensuring EVERYONE has left the building.
2	Injuries whilst evacuating.
3	Evacuees not having suitable clothing or medication that they need.
4	Children with specific needs being affected by the fire drill/evacuation.
5	Safety of school compromised by doors/windows being left open after evacuation.

Who might be harmed? (Number of people)	Severity/worst case outcome?	Probability/ Likelihood?	Risk Factor (see key)
Employees <input type="checkbox"/> X	Major injury 4 <input type="checkbox"/> X	Certain 4 <input type="checkbox"/>	<b>12</b>
Pupils <input type="checkbox"/> X	High injury 3 <input type="checkbox"/>	Probable 3 <input type="checkbox"/>	
New/Expectant Mothers <input type="checkbox"/> X	Moderate injury 2 <input type="checkbox"/>	Possible 2 <input type="checkbox"/>	
Contractors(C) <input type="checkbox"/> X	Minimal injury 1 <input type="checkbox"/>	Improbable 1 <input type="checkbox"/>	
Visitors <input type="checkbox"/> X			

Recommended Precautions and/or Risk Controls	Priority (see key)
<ol style="list-style-type: none"> <li>1 Registers, visitors book and catering staff sign-in sheets are taken outside and checked. Toilets checked where possible by HT/DHT during evacuation if safe.</li> <li>2 Fire drills practiced on a regular basis and everyone told to walk.</li> <li>3 Emergency box of medication and set of 50 space blankets taken outside by HT/DHT during emergency evacuation. First Aid kits and inhaler boxes brought out from classrooms by teachers.</li> <li>4 Children with specific needs have a Personal Emergency Evacuation Plan (PEEP) which is kept in the class register giving details of special requirements for individuals (e.g. those with ASD or ADHD or allergies requiring medication).</li> <li>5 Teachers to close all doors and windows on leaving their classrooms.</li> </ol> <p>**After every Fire Drill or emergency evacuation the Risk Assessment will be reviewed, and points for further improvements included in an updated risk assessment. This information is also recorded in the Fire Drill Log in the Fire Risk Assessment File.**</p> <p style="text-align: center;"><b>Risk Factor with recommended Workplace Precautions and/or Risk Controls</b></p>	<b>Final Risk Factor</b>  <b>6</b>

PRIORITY KEY: I = Immediate M = Medium L = long term (consult risk level evaluator)

ACTIONS KEY: Eliminate, Substitute, Reduce, Isolate, Control, Personal Protective Equipment, Discipline

RISK FACTOR: Likelihood ..... x ..... Severity = Risk Factor

**It is strongly recommended that the section on Risk Assessment in the Safety Manual be consulted**

Name person responsible for action (if required):

By when:

Date of review:

Signed: .....