

## RISK ASSESSMENT

Risk Assessment for:	Use of the Play Ground / Garden Area	Prepared by:	H&S Co-ordinators – S.L & V.D
		Assessed by SLT:	
Location:	ROSEWOOD FREE SCHOOL & AVENUES SITE	Date of Assessment	June 2023
		Review Date:	June 2025

Hazard	Who might be harmed?	Hazards Identified which may cause harm – consequence	Existing Level of Risk	Control Measure and Precautions Taken	Additional Control Measures or Further Action Required	Remaining level of Risk
Damaged floor surface	Employees, Learners, third parties	Causing trips or falls, Learners equipment failure	Medium - 15	Inspections & maintenance check done weekly, 3 monthly internally & yearly externally Area inspected during monthly building audit	Staff to visually check before use and to report any damage noticed	Low - 5
Build-up of algae or dirt causing slippery surface	As above	Falling over or loss of control of wheelchair from slipping. Broken limbs, muscular skeletal & other physical injuries.	Medium - 15	Annual clean & inspection as above Area inspected during monthly building audit	Also maintenance to clean on request if necessary	Low - 5
Litter, glass & foreign objects	As above	Minor injuries leading to infection, cuts or abrasions,	Medium - 10	Visual inspection of play area before use and removal of object Area inspected during monthly building audit	All staff responsibility	Low - 2
Fallen leaves on the floor	As above	Falling over or loss of control of wheelchair from slipping on leaves. Broken limbs, muscular skeletal & other physical injuries.	Medium - 10	Visual inspection of play area before use. Maintenance to maintain garden routinely. Avoid leafy area if leaves have freshly fallen. Area inspected during monthly building audit	Also maintenance to clean on request if necessary	Low - 5

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Over hanging tree, prickle & general bushes	As above	Cuts, scratches, bruises, falls, Learners equipment failure	Low - 4	Specific areas maintained and cut back for safe use of the garden annually. Area inspected during monthly building audit	Also cut back on request if necessary	Low - 2
Adult supervision levels	Learner	Cuts, scratches, bruises, falls, broken limbs, muscular skeletal & other physical injuries.	Medium - 10	Learners need to be adequately supervised whilst in the garden. Teacher's discretion to activity in hand.		Low - 5
Pushing a learner outside	Employees, , third parties	Muscular skeletal & other physical injuries to staff	High - 20	<b>Use home chairs outside where possible including fire drills</b> as they will be much easier to push on the floor surface. Steady pace when moving.		Medium - 10
Use of walking frames	Employees, learners, third parties	Muscular skeletal & other physical injuries caused by walker tipping up	Medium - 10	1-1 Ratio. Follow guidance for use of walkers in school	Follow physio programme	Low - 5
Obstruction of classroom portable equipment used outside	As above	Cuts, scratches, bruises, falls, broken limbs, muscular skeletal & other physical injuries	Medium - 15	Teacher's discretion & separate risk assess of equipment used. Good housekeeping.		Low - 5
Specific class play area	As above	Slips, trips & falls	Medium - 15	Class staff to ensure area is safe and tidy for use. Dispose of any damaged, unusable equipment. Ensure area is clear of obstacles to support in annual tidy up from maintenance team. Area inspected during monthly building audit	All staff responsibility	Low - 5

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External door way	Learner	Bump limbs or head causing bruising or cuts.	Medium - 9	Ensure door is positioned or temporarily held open/back to allow clear exit and return to class. This will support not bumping into somebody or door frame.		Low - 3
External door floor lip	Employees & third parties	Muscular skeletal & other physical injuries	High - 20	Momentum may be needed <b>Use home chairs outside where possible including fire drills</b> Advised that 2 staff needed to exit or entering some classroom for some learners.	Poor floor door lips identified if causing a problem	Medium - 10
Static wooden frame posts/struts	As above	Cuts, bruises, splinters, falls, Learners equipment failure.	Low - 5	Aware of posts & avoid them. Be vigilant with mobile, independent learners.		Low - 3
Outside Guttering	As above	Cuts, bruises, falls, Learners equipment failure.	Low - 5	Avoid holding on or pulling them. Be vigilant with mobile, independent learners.		Low - 3
Obstruction and use of static play equipment	As above	Cuts, bruises, falls, Learners equipment failure, muscular skeletal & other physical injuries, shock if equipment is in motion at the time of collision.	Medium - 16	Aware of frame of swing & roundabout & avoid them. Stay out of the yellow 'no entry' zone. Caution when equipment is in use or wet	Refer to individual play equipment risk assessments and Learner risk assessment	Medium - 8
Class room windows which open outward	Employees, Learners, third parties	Cuts, bruises, bumps, falls & other physical injuries	Medium - 8	Avoid open windows. Be aware if other classes have their windows open Be vigilant with mobile, independent learners, follow correct supervision ratios		Low - 4
Floor surface	As above	Wet – surface can be slippery when wet or damp causing falls or loss of control of wheelchair. Broken limbs, muscular skeletal & other physical injuries.	Medium - 15	Avoid using when wet or if using when wet be very cautious of slippery surface.		Low - 5

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Floor surface	As above	Puddling / puddles – as above	Medium - 15	As above	Contact maintenance as surface should have soak away	Low - 5
Floor surface	As above	Frozen - surface will be <b>extremely slippery</b> when frozen causing falls or loss of control of wheelchair. Broken limbs, muscular skeletal & other physical injuries.	High - 20	<b>Do not</b> use outdoor space for recreational use if floor is frozen. No walkers outside if the floor is frozen. <b>Caution underfoot</b> if fire alarm goes off.		Low - 5
Floor surface	As above	Snow - surface will be <b>extremely slippery</b> when in snowy weather causing falls or loss of control of wheelchair. Broken limbs, muscular skeletal & other physical injuries.	High - 15	Avoid using when snowing or if using when it's snowing be cautious of surface. No walking frames outside during the snow. <b>Caution underfoot</b> if fire alarm goes off.		Low - 5
Floor surface	As above	Heat – flooring will get <b>extremely hot</b> during hot periods of the day. Causing a heat burn and unnecessary trauma for who might be harmed.	Low - 6	Staff to be mindful of the temperature of the flooring when using the garden space. Particularly for the mobile learning falling over and landing on the hot floor or any floor based learning.	Learner shoes must be worn in walkers or if Learner is ambulant	Low - 4
Floor surface	As above	The use of 'fake snow' leaving an icy feel to the floor causing falls or loss of control of wheelchair. Broken limbs, muscular skeletal & other physical injuries.	High - 20	Staff <b>not</b> to use 'fake snow solution' on the garden surface.		Low - 5
Use of sand in the garden		Slips, trips & falls. Clogging up floor surface fluid free flow in turn creating surface water pooling.	Medium - 15	Sand trays to be used on top of a plastic sheet. Discourage sand on the floor as it packs the floor drainage and makes it less effective. Be mindful of plastic sheet when in use, sheet edging secured safely.		Low - 5

## RISK ASSESSMENT

Drainage flooring	Employees, Learners, third parties	Floor dips with uneven surface at some drainage areas causing bumps, muscular skeletal & other physical injuries.	Medium - 10	Aware of drainage area on the flooring & avoid that area. Walkers 1-1 ratio.		Low - 5
Edge of flooring	Learners	Wheels getting trapped causing Learners equipment failure, bumps, muscular skeletal & other physical injuries.	Medium - 10	Ensure walker & wheelchair wheels are away from this area. Walkers 1-1 ratio.		Low - 5
Inadequate responses to an accident	Employees, Learners, third parties	Injury sustained is worsened or worsening due to time laps.	Low - 6	Trained first aiders & nursing team on site and available if needed. Adults supervising are aware of action that may need to be taken in the event of an accident	Team work necessary	Low - 1
Re-entering the class during poor weather	As above	Falling over or loss of control of wheelchair. Broken limbs, muscular skeletal & other physical injuries.	Medium - 10	Ensure there is a mat to dry off / clean feet & wheels during poor weather Staff to dry any wet floors immediately	Wet floor signs available if required and must be used	Low - 5

**High** likelihood of risk – Likely to occur immediately or in the near future  
**Medium** likelihood of risk – will occur in time if no preventative action is taken  
**Low** likelihood of risk – Remote or unlikely to occur

Date Reviewed	Comments
21.10.2019	Initial assessment
22.06.2020	Added in about flooring temperature in hot weather and updated risk levels
08.12.2020	Amended – not to use 'fake snow solution' on garden flooring
June 2020	Annual update
June 2023	Two yearly update