



RISK ASSESSMENT

Risk Assessment for:	Use of Platform Swing in Rosewood School Garden	Prepared by:	H&S Co-ordinator – S.L & V.D
		Assessed by SLT:	
Location:	ROSEWOOD FREE SCHOOL & AVENUES SITE	Date of Assessment	May 2023
		Review Date:	May 2025

- **Refer to learner’s individual risk assessment with reference to use of the swing**

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
Chair restraints / Quattro tie down unit	Employees, Learners, third parties	Wheelchair restraints / tie down unit are not used or used incorrectly causing learner and their chair to topple over and/or off the swing resulting in various injuries. Tie down units are faulty and fail causing Learner and /or their chair to topple over and/or off the swing resulting in injury.	High - 40	Staff to be shown how to use tie down unit correctly prior to first using the swing and follow the correct use of the restraints at all time. Swing will never be used without the 2 restraints in place, as supplied. Tie down unit to be visually checked on use in line with recommendations, stored correctly inside and never left out in all weathers.	M&H to demonstrate correct use of restraints / tie down unit If tie down unit is faulty on visual check it will be removed from use and reported to H&S	Med - 10
Storage of restraints	As above	Damage or faulty tie down units will result in tie down unit not sufficiently & safely working causing in varying injuries.	High - 32	Tie down unit to be always removed from swing and stored inside when finished with. Tie down unit to be visually checked on use in line with recommendations.	If tie down unit is faulty on visual check it will be removed from use and reported to H&S	Med - 8
Swing lock - ground anchor point	Employees, Learners, third parties	Learners are wheeled onto the swing whilst the swing is unlocked - the swing then begins to move before restraints are fitted causing	High - 40	The swing is to remained attached to the ground anchor point and padlock until all restraints are fitted and chair brakes are	M&H to demonstrate correct use of	Med - 10

RISK ASSESSMENT

		Learner and their chair to topple over and/or off the swing resulting in injury.		applied and staff and Learner are ready for the swing to begin or finish any movement.	ground anchor point and padlock	
Swing lock - ground anchor point	Employees, Learners, third parties	Staff to trap or catch fingers on anchor point area.	Med - 9	Staff to be clear as to what they are doing with securing the anchor point and follow training at all times	As above	Low - 3
Swing ramp	As above	Wheel on the chair sliding off the ramp causing the chair to tip and topple.	High - 32	Learner must be pushed in a straight line on and up the ramp and staff to ensure the learners wheels do not veer to one side and slip off the ramp. Adult to be visually attentive to manoeuvre.	Staff trained before use	Med - 8
Chair brakes	As above	Brakes are not applied to Learners wheelchair resulting in excess movement of the chair whilst the swing is in motion.	Med - 5	Brakes always applied on chair when on the swing. If chair brakes don't work do not use the swing.	Staff trained before use	Low - 1
Wet swing	As above	Metal surface of swing is wet and slippery causing adult hands to slip when positioning learner or when using the swing. Wheelchair slippery under wheels causing slips and falls.	High - 20	Staff must well dry equipment and ensure it is reasonably dry prior to use. Staff should not wear gloves when using the swing as these may slip against the metal.	Staff trained before use	Low - 5
Swing ramp	As above	The ramp of the swing is not locked correctly in the upright position whilst the swing is in use causing the ramp to fall backwards causing possible impact injury to adult and sudden lack of movement of the chair causing possible whiplash of the learner.	High - 20	M&H to demonstrate correct use of ramp, the lock and positions of the ramp. Visual check that ramp is secured in position before swinging.	M&H to demonstrate correct use of ramp, the lock and ramp position.	Low - 5
No service of swing	Employees, Learners, third parties	Swing has a fault with one of its parts which may then fail and cause varying serious injury	High - 24	Swing is inspected in line with all recommendations and serviced annually. Visual inspection from staff before each use Swing included in monthly building audit	Annual service and inspection recorded	Med - 8
Adult – Learner ratio / supervision	As above	Insufficient supervision of Learner on the swing, causing them distress, medical	Med - 15	Learners will be supervised at all times on a 1-1 ratio. A Learner is never to be left alone whilst they are on the swing.		Low - 5

RISK ASSESSMENT

		intervention to be missed e.g. in the result of a seizure, or injury to limbs				
Individual Learners risk assessment	As above	The swing may not be suitable for some learners causing varying injury to all.	High - 24	Cross reference with each Learners risk assessment before they use the swing. Learners must be over 1 years old to use the swing.		Med - 8
Floor area	As above	Staff, volunteers or other Learners are too close to the swing when it is in operation causing it to hit them and an impact injury.	High - 20	The swing has a “no entry zone” around it whilst it is in use. Nobody must be inside the zone except the staff member who is using the swing and supervising the learner.	Area identified and marked out	Low - 5
Rope	As above	Rope burn. Bumped head on rope knot.	Med - 9	Rope to be positioned out of the way of when the swings moving or not in action. It can be positioned in place when a user is suitable to use it. Adult to be highly vigilant with rope to hand when a Learner is using the rope.	Rope replaced if any damage seen.	Low - 3
Type of chair	Employees, Learners, third parties	Unsuitable chair / buggy causing malfunction with fitting chair in turn chair falling off swing.	High - 40	The chairs or buggy’s must have wheel chair clamp attachment points for the learners to be able to use the swing. Home chairs only as class chairs will not have attachment points.	Refer to ref bus information files for clamp points.	Med - 10
Speed of swing	As above	Excess pace of swing causing distress or trigger for seizures or negative behaviour	Low - 4	Adult needs to be familiar to the individual Learner likes & dislikes and communicative cues and adjust the pace accordingly.		Low - 1

<p>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</p>
--

Date Reviewed	Comments
May 2020	Initial assessment
May 2021	Annual update
May 2023	Two yearly update



RISK ASSESSMENT

Date Reviewed	Comments
August 2023	Garden inspection completed by Southampton City Council. The garden swing does not conform to BS EN 1176, so should always be used under supervision.