



RISK ASSESSMENT

Risk Assessment for:	Contractors on Site - sub-contractors, any individual, sole trader, self-employed worker, or business that carries out, manages, or controls work as part of their business.	Prepared by:	H&S Co-ordinator – S.L & V.D
		Assessed by SLT:	
Location:	ROSEWOOD FREE SCHOOL & AVENUES SITE	Date of Assessment	Sept 2022
		Review Date:	Sept 2024

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
Lack of knowledge of expectations	Staff, Learners, third parties	Lack of specific knowledge causing varying injuries, issues, and concerns.	Med - 10	Provide contractors with 'contractors induction' information sheet in reception. And for the contractor to adhere to it. Rosewood to provide the contractor with our health & safety policy and relevant risk assessments, on request. Contractors given information of Rosewood emergency procedures.		Low - 5
Not competent, qualified, or experienced contractor for the job in hand	Staff, Learners, third parties	Contractors not being competent may cause them lifting and pulling causing muscular skeletal injuries. May also cause electric shock/burns, property damage, fire, impact injury, slips, trips and falls, muscular skeletal and other physical injuries for others	High - 20	Contractor to provide evidence of their in date relevant qualifications, on request. Ensure contractors have the skills, knowledge, and experience and, where relevant, organisational capability to carry out the job in hand. No evidence, then no work to commence.		Low - 2
Lack of work official paperwork	Staff, Learners, third parties	Misguided enthusiasm and lack of specific paperwork causing varying injuries, issues, and concerns.	High - 24	Contractor to provide evidence of public liability insurance and workers compensation insurance, and appropriate work specific licences, permits and regulations. If none of the above, then no work to commence.		Low - 2

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On site vehicles	Staff, Learners, third parties	Driving onsite causing impact injury, accident, incident, death	High – 20	Refer to ‘contractors induction’ on arrival.		Low - 5
Planning and preparation	Staff, Learners, third parties	Lack of organisation causing varying injuries, issues, and concerns.	Med - 10	Contractors are required to plan, manage, and monitor construction work. Support collaboration with Rosewood and the contractor – communication. Does the contractor have a safety method statement for the job in hand or Safe System of Work? Contractor’s to remove/dispose of any waste and debris during/after job in hand. Contractors to have public liability insurance in place.		Low - 5
Equipment	Staff, Learners, third parties	Un-serviced, damaged, poor-quality equipment could cause death, impact injury, electric shock, burns, fire. Unsupervised equipment could cause impact injury, slips, trips or fall.	High – 20	Refer to ‘contractors induction’ on arrival.		Med - 10
Unsupervised contractor and safeguarding concerns	Staff, Learners, third parties	Contractors being left unattended or no supervision plan in place opens contractors up to varying allegations and in turn unnecessary stress.	Med - 16	Sign in upon arrival & sign out on departure. Responsible person to supervise the contractor or organise of plan of supervision of the contractor and the work in hand. Regular checks. Where possible work to be completed out of school hours. All employees trained to question ‘who is the contractor’ in the building.		Low - 1

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Contractors, equipment, and work on school sight	Staff, Learners, third parties	Contractors equipment & contractors being on site may cause impact injury, slips, trips or fall, varying injuries, issues or concerns.	High – 20	Inform employees of contractors in the building. Where possible work to be completed out of school hours. Segregation of work areas using signage notifying all hazards and sufficient segregation. Stop work if any H&S concerns.		Med - 10
Working at height – falling objects, fall, unauthorised access.	Staff, Learners, third parties	Working at height may cause a fall, death, muscular skeletal injury, broken bones, impact injury and significant head injury. Falling objects causing an impact injury including head trauma. People entering the area unsupervised causing a fall.	High – 20	Refer to ‘contractors induction’ on arrival. Segregation of work areas using signage notifying all hazards and sufficient segregation. Staff H&S training in place.		Med - 10
Personal Protective Equipment	Staff, Learners, third parties	Not having the correct or having damaged PPE may cause death, impact injury, infection, spread of infection.	High – 20	Refer to ‘contractors induction’ on arrival. Contractors responsibility to ensure correct PPE is present and worn throughout the job in hand.		Low - 6
Noise pollution	Staff, Learners, third parties	Being exposed to excess noise may cause hearing loss, stress, seizure trigger & irritation.	Med - 15	Stop work if any H&S concerns. Where possible work to be completed out of school hours. Safe System of Work to be in place in emergency or unrepresented situation. PPE used.		Low - 5
Exposure to harmful substances	Staff, Learners, third parties	Being exposed to dust, synthetic mineral fibres, asbestos, chemicals causing death, inhalation and breathing issues, skin irritation, absorption	High – 20	Stop work if any H&S concerns. Where possible work to be completed out of school hours. PPE Restricted working areas. Safe System of Work to be in place in		Low - 6



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				emergency or unrepresented situation. COSHH training in place. Investigation if things go wrong.		
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<p>High likelihood of risk – Likely to occur immediately or in the near future</p> <p>Medium likelihood of risk – will occur in time if no preventative action is taken</p> <p>Low likelihood of risk – Remote or unlikely to occur</p>
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Date Reviewed	Comments
September 2022	Initial assessment. Additional but not law – ask contractor: Do they have any independent assessments of their competence? Are they members of a trade association or professional body? Will they provide a safety method statement for the job in hand? Additional controls may need to be added depending on the job in hand.
	Annual update