

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 2025
		Review Date:	May 2027

- **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	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 impact injuries. Tie down units are faulty and fail causing Learner and /or their chair to topple over and/or off the swing resulting in impact injuries	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 train staff and demonstrate correct use of restraints / tie down unit before use 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	Employees, Learners,	If incorrectly stored, tie down units may become damaged or faulty which will result in tie down unit not sufficiently and safely working causing 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

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Swing lock - ground anchor point	Employees, Learners,	Learners are wheeled onto the swing whilst the swing is unlocked - the swing then begins to move before restraints are fitted causing Learner and their chair to topple over and/or off the swing resulting in injury.	High - 40	The swing is to remain attached to the ground anchor point and padlock until all restraints are fitted and chair brakes are applied and staff and Learner are ready for the swing to begin or finish any movement.	M&H to train staff and demonstrate correct use of ground anchor point and padlock before use	Med - 10
Swing lock - ground anchor point	Employees	Staff 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. Used only school day light hours for good visibility	M&H to train staff and demonstrate correct use of ground anchor point and padlock before use	Low - 3
Swing ramp	Employees, Learners	Wheels of the chair slide off the ramp causing the chair to tip and topple, resulting in varying impact injuries to Learner, and impact injury or MSD to employee	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	Employees, Learners	Brakes are not applied to Learners wheelchair resulting in excess movement of the chair whilst the swing is in motion – learner may topple from swing or cause MSD injury to employee	Med - 5	Brakes always applied on chair when on the swing. If chair brakes do not work do not use the swing. Chairs are maintained by school therapy.	Staff trained before use	Low - 1
Wet swing	Employees, Learners	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	Employees, Learners	The ramp of the swing is not locked correctly in the upright position whilst the swing is in	High - 20	M&H to demonstrate correct use of ramp, the lock and positions of the ramp.	M&H to train staff and	Low - 5

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		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.		Visual check that ramp is secured in position before swinging.	demonstrate correct use of ramp, the lock and ramp position before first use	
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 injuries to staff, learners or any third party who is in the vicinity.	High - 24	Swing is inspected in line with all recommendations and serviced annually by Southampton city council Visual inspection from staff before each use Swing included in monthly building audit	Annual service and inspection recorded by Southampton city council and any actions undertaken by buildings and premises lead with input from H&S	Med - 8
Adult – Learner ratio / supervision	Learner	Insufficient supervision of Learner on the swing, causing them distress, medical intervention to be missed e.g. in the result of a seizure, or injury to limbs	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. Referenced in Learner M&H individual risk assessment.		Low - 5
Swing use	Learner	The swing may not be suitable for some learners causing them distress or physical injury	High - 24	Cross reference with each Learners risk assessment before they use the swing. Learners must be over 1 year old to use the swing.		Med - 8
Floor area	Employees, Learners, third parties	Staff, third parties 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 and included in training for all staff	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	Rope replaced if any damage seen.	Low - 3

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				use it. Adult to be highly vigilant with rope to hand when a Learner is using the rope.		
Type of chair	Employees, Learners	Unsuitable chair / buggy causing chair to be incorrectly fitted and clamped and chair in turn chair falling off swing causing varying impact injuries to Learner and/or supporting adult	High - 40	The chairs or buggys must have wheelchair clamp attachment points for the learners to be able to use the swing. Home chairs only as class chairs will not have attachment points. All staff to be aware and follow. Home chair stated in individual learners Risk Assessment.	Refer to red bus information files for clamp points.	Med - 10
Speed of swing	Learners	Excess pace of swing causing distress or trigger for seizures, vomiting or medical issues or emotional support plan needing to be followed.	Low - 4	All staff and adults need to be familiar to the individual Learner likes and dislikes and communicative cues and adjust the pace accordingly.		Low - 1

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
May 2020	Initial assessment
May 2021	Annual update
May 2023	Two yearly update
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.
May 2025	Two yearly update