

RISK ASSESSMENT FORM

Location/Site: ADVENTURE PLAYGROUND		Date of Assessment: 7.7.20 February 2021		Assessor(s): SLT		Reference: QUARRY HILL Academy	
Activity/Task/ Situation	What are the hazards?	Who might be harmed and how?	What are you already doing?	What further action is necessary?	Action by whom	Action by when	Completed
Lunchtime/playtime /lessons	Equipment	Pupils, staff	Visual check by Site Manager daily. Class teacher/ TA visual check before children arrive				
Lunchtime/playtime /lessons	Debris/litter/ Sharp objects	Pupils, staff, visitors	Regular inspection by Site team and debris removed.				
Lunchtime/playtime /lessons	Weather conditions	Pupils, staff, visitors	Inspections take place at break and lunch to assess weather conditions. Snow/icy weather procedures are put into place.				
Lunchtime/playtime /lessons	Slips, trips and falls	Pupils, staff, visitors	All activities are supervised at all time. Horseplay around equipment is not allowed, Equipment and the surrounding areas must be inspected before use. The condition of all equipment must be satisfactory ie not wet, slippery or covered in moss.				
Lunchtime/playtime /lessons	Trees and bushes	Pupils, staff, visitors	Regular inspection of grounds to identify any presence of poisonous berries or pods. Check condition of trees for loose branches. Frequency increases at times when more problems are encountered. Identify any plants identified as being an irritant or a danger. Educate pupils about safety of wild plants and flowers.				
Lunchtime/playtime /lessons	Boundary line	Pupils, staff, visitors	Daily visual check by Site team to ensure boundary lines are secure. Break and lunchtime monitored by staff on duty				
Lunchtime/playtime /lessons	Spread of infection	Pupils, staff	Cleaning will take place on a regular basis. A rota will be used to limit the children who use the equipment and equipment to only be used at lunchtime.	Cleaning of equipment to be added onto the list of jobs for school cleaners every day.			

**QUARRY
HILL
ACADEMY**

RISK ASSESSMENT FORM

Location/Site: FIELD			Date of Assessment: 7.7.20 February 2021	Assessor(s): SLT	Reference: QUARRY HILL Academy		
Activity/Task/ Situation	What are the hazards?	Who might be harmed and how?	What are you already doing?	What further action is necessary?	Action by whom	Action by when	Completed
Lunchtime/playtime	Equipment	Pupils, staff	All equipment is subject to inspection by the Site Manager, any equipment found to be faulty to be closed off to pupils or to be removed if needed. Repairs should be effected at the earliest opportunity. Game equipment used by pupils will be limited to their bubble and cleaned after use. TAs to be allocated play equipment for bubbles. TAs will be responsible for storing this in their classroom areas.	Cleaning equipment to be readily available and a checklist to be signed when this has been completed after use			
Lunchtime/playtime /PE/start and end of day	Weather conditions	Pupils, staff, visitors	Inspections take place at break and lunch to assess weather conditions. Snow/icy weather procedures are put into place.				
Lunchtime/playtime /PE/start and end of day	Debris/litter/ sharp objects	Pupils, staff, visitors	Regular inspection by Site team and debris removed.				
Lunchtime/playtime /start and end of day	Boundary line	Pupils, staff, visitors	Daily visual check by Site team to ensure boundary lines are secure. Break and lunchtime monitored by staff on duty				
Lunchtime/playtime /PE/start and end of day	Trees	Pupils, staff, visitors	Regular inspection of grounds to identify any presence of poisonous berries or pods. Check condition of trees for loose branches. Frequency increases at times when more problems are encountered. Identify any plants identified as being an irritant or a danger. Educate pupils				
Lunchtime/playtime /PE/start and end of day	Condition of the field	Pupils, staff, visitors	Regular inspection of grounds to identify any presence of poisonous berries or pods. Check condition of trees for loose branches. Frequency increases at times when more problems are encountered.				
Lunchtime/playtime /PE/start and end of day	Pupils fighting	Pupils, staff	Pupils fighting should be dealt with in accordance with the school's procedures and policies for behaviour management as well as guidance.				
During the school day	Vehicle movement	Pupils, staff, visitors	Vehicle movement on site must be controlled to decrease the injury to any stakeholder. Vehicle movement or deliveries to be scheduled during lesson time and not during breaks and lunch. PE staff to check when vehicles will be on site with site manager.				
Lunchtime/playtime /PE/start and end of day	Faeces	Pupils, staff, visitors	Dogs are not allowed on school grounds. Where possible keep an eye out for foxes that may enter the grounds.				

			Provide equipment so that faeces can be removed safely.				
QUARRY HILL ACADEMY		RISK ASSESSMENT FORM					
Location/Site: PLAYGROUND			Date of Assessment: 7.7.20 February 2021		Assessor(s): SLT		Reference: QUARRY HILL Academy
Activity/Task/Situation	What are the hazards?	Who might be harmed and how?	What are you already doing?	What further action is necessary?	Action by whom	Action by when	Completed
Lunchtime/playtime	Equipment and spread of infection	Pupils	All equipment is subject to inspection by the Site Manager, any equipment found to be faulty to be closed off to pupils or to be removed if needed. Repairs should be effected at the earliest opportunity. Ensure equipment is used for the intended purpose. Games to be played in appropriate areas. Games used by pupils will be limited to their bubble and cleaned after use. These will be managed by the bubble TA. Pupils to clean hands before going outside at break at lunch. Pupils to clean hands when transferring from outside into eating lunch.				
Lunchtime/playtime /PE/start and end of day	Weather conditions	Pupils, staff, visitors	Inspections take place at break and lunch to assess weather conditions. Snow/icy weather procedures are put into place. Salt/grit to be used as necessary.				
Lunchtime/playtime	Wet play/lunch	Pupils, staff, visitors	If the HT/DHT indicates that it is wet play, pupils will remain in their classroom/indicated area. TA will supervise during this time. HT/DHT will circulate the school and ensure all are supervised appropriately. Equipment/wet play games will be limited to individual class use only. Where the classroom has mechanical ventilation systems (VAMS) – these should be adjusted to increase the ventilation rate wherever possible and checked to confirm that normal operation meets current guidance and that only fresh outside air is circulated. Where VAMS aren't present (Yr 4 classrooms) natural ventilation – opening windows (in cooler weather windows should be opened just enough to provide constant background ventilation and opened more fully during breaks to purge the air in the space). Opening internal doors can also assist with creating a throughput of air				
Lunchtime/playtime /PE/start and end of day	Debris	Pupils, staff, visitors	Regular inspection by Site team and debris removed. Any areas which become unsuitable will need to be coned off and placed out of bounds until repairs can be undertaken.				

Lunchtime/playtime /PE/start and end of day	Buildings in playground ie container/ shed	Pupils, staff, visitors	Adults deployed to ensure all pupils are within eyeline. Separated play area zones are clearly defined and TAs are made aware of this.				
Lunchtime/playtime /start and end of day	Boundary line	Pupils, staff, visitors	Daily visual check by Site team to ensure boundary lines are secure. Break and lunchtime monitored by staff on duty				
Lunchtime/playtime /start and end of day	Trim trail area	Pupils, staff, visitors	Pupils advised not to run in this area due to slope of land. This is a supervised play area at all times of use to reduce the risk of injury. Set year groups to be assigned on set days. Apparatus not to be used when wet and slippery. Control number of pupils on the equipment at any one time. Cleaning will take place on a regular basis. A rota will be used to limit the children who use the equipment – limit to use only at lunchtime.				
Lunchtime/playtime /PE/start and end of day	Fencing (trip or injury)	Pupils, staff, visitors	Regular checks by building team and site team for defects in fencing and fencing support. TAs and teachers to visually check. Site manager and building. TAs to supervise areas near fencing, ensuring that pupils are not playing too closely or running into fencing.				
Lunchtime/playtime /PE/start and end of day	Fencing (locked gate)	Staff	Site team and building team to check that compound/swing gate is locked at set times during the day when children and parents are on the playground. Any areas which become unsuitable will need to be coned off and placed out of bounds until repairs can be undertaken.				
Lunchtime/playtime /PE	Injury/illness	Staff, pupils, visitors	TAs to wear coloured vests to indicate they are a first aider. First aider on break time duty in school. First aid kits located in First Aid Room. Staff to be vigilant and take appropriate action if a child becomes injured. Staff, who are not first aid trained, know what action to take if a child becomes injured and what action not to take.				