


GENERAL HEALTH & SAFETY RISK ASSESSMENT FOR: PLAY GROUNDS / PLAY AREAS CONDITION

PART 1 : ADMINISTRATIVE DETAILS


Section/Establishment Name: **Charlesworth Primary School**

Date of Assessment	22.09.20	Date of Issue	22.09.20
Assessment carried out by	Neil Flint	Signature	

Reviews				
Review Date	Reviewed by	Date	Changes Made	
			Y	N

Affected persons: Young People/Clients Staff Visitors Contractor Others (specify)

Name of Manager confirming and agreeing Assessment: NEIL FLINT (HEADTEACHER)

Signature: 

The following sections should be completed by all staff who need to be made aware of and abide by the findings of the Risk Assessment. NB: If, as a result of a review, changes are made to the Risk Assessment the relevant box on the attached page should be completed as appropriate by the staff concerned.

RISK ASSESSMENT

I confirm that I am aware of and understand the findings of the Risk Assessment and agree to ensure that I will work to the stated Control Measures and bring to the attention of Management any deficiencies in the findings of the Assessment.

Print Name	Signature	Date	Print Name	Signature	Date
B Howard					
K Barton					
J Streeter					
R Horner					
E Hampson					
H James					
C Brennan					
J Rayson					
J Davies					
M Medeley					
K Collier					
S Woodworth	<i>Absent due to ill health</i>				
C Kinnersley					
P. Denton	<i>Absent due to ill health</i>				

RISK ASSESSMENT

What are the hazards?	Generic Control Measures	✓ X	Person to implement	Additional Control Measures needed to reduce risk to an acceptable level	Person to implement	Date to be actioned
Surface	Visual inspection of playground/play areas for foreign objects or area of danger carried out daily.	✓	Staff	<ul style="list-style-type: none"> ➤ Need to set up process for termly inspections with Chair inc. recording proforma ➤ Make sure hazard tape and poles are available in the PE store to be used as needed ➤ Caretaker hours to include two hrs per week outside duties. 		
	Hazard reporting system in place and all staff aware of it.	✓	Staff			
	Any hazards identified made safe or area cordoned off before playground used.	✓	SMT			
	Formal recorded inspection by HT/CoG at termly intervals.	✓	HT			
	Appropriate action taken if areas found to be defective/uneven.	✓	SMT			
	Regular checks carried out to ensure all drains are cleared and operational.	✓	HT			
	Grass areas checked before use for dangerous areas e.g. for molehills and rabbit holes, and foreign objects.	✓	Staff			
	Any foreign objects found during visual inspection (i.e. broken glass, syringes, animal faeces) are safely removed before area is used.	✓	Staff			
	Any moss, etc on paths to be removed.	✓	HT			
	Litter regularly collected.	✓	SMT			
	Fallen leaves on paths and play areas to be regularly cleaned up.	✓	Caretaker			
Boundaries	Regular inspection of boundary to ensure it is in good condition (inspection to be recorded).	✓	HT	<ul style="list-style-type: none"> ➤ Boundary inspection part of premises review ➤ Boundary issues reported to property services and secured if possible 		
	Formal recorded inspection by HT/CoG at annual intervals.	✓	HT			
	Boundary to be appropriate – for age of young people and type of play area.	✓	SMT			
	Any areas of glazing adjacent to play areas must be safety glass.	✓	Staff			

What are the hazards?	Generic Control Measures implemented	✓ X	Person to implement	Additional Control measures needed to reduce risk to an acceptable level	Person to implement	Date to be actioned
Vegetation	Only vegetation appropriate to the age of pupils used	✓	SMT	➤ Investigate grounds maintenance contract to ensure that the annual visit happens		
	Vegetation adjacent to play areas appropriately pruned – no sharp stakes to be left. (No vegetation protruding at eye level).	✓	SMT			
	Areas where roots have damaged playground/walkways taken out of bounds.	✓	SMT			
	Trees adjacent to and overhanging playgrounds are lopped as appropriate and inspected by a specialist annually (as part of a grounds maintenance contract).	✓	SBA			
Steps/Stairways Ramps Changes in levels	Steps / ramps / changes in level clearly identifiable and highlighted suitably.	✓	SMT	➤ Ramp to junior playground not lit but not used in darkness. Need to explore lighting to front of junior school		
	Steps / ramps / changes in level have handrails appropriate to the height of the steps and the age of the users.	✓	HT			
	Steps not to be used by young people are fitted with lockable gates (eg Boiler House steps)	✓	HT			
	Non-slip surfacing is in place on changes in level where necessary	✓	HT			
	Edge protection/barrier in place where there is a fall possible from playground/walkway edge.	✓	HT			
	Edge protection designed to prevent young people climbing or swinging on it or using it to swing down the fall it is designed to protect against.	✓	HT			
	All steps / ramps / changes in level are well lit.	x	HT			
Lack of first aid ➤ Increased harm/illness	Appropriate trained first aiders available to treat any injuries. First aid kit readily available and regularly checked to ensure it is fully stocked	✓	Staff	➤ All staff trained first aiders. Make sure that first aid bag is taken out.		

What are the hazards?	Generic Control Measures implemented	✓ X	Person to implement	Additional Control measures needed to reduce risk to an acceptable level	Person to implement	Date to be actioned
Lack of Supervision	<p>Playground/play areas supervised with an appropriate number of staff considering issues such as equipment, hidden areas, size of play area / playground, age of pupils, SEN, emergency situation, play area / playground use and safeguarding.</p> <p>In this establishment the number of supervisors are two at break times.</p> <p>In this establishment the number of supervisors are two at lunch times.</p> <p>Additional control measures to enhance supervision in the setting are included in a specific supervisors plan:</p> <p>Supervision Plan is communicated to all staff involved and they know their role</p> <p>Means of summoning additional help when required is in place</p>	✓ ✓ ✓ ✓ ✓ ✓	SMT SMT SMT SMT Staff SMT	<ul style="list-style-type: none"> ➤ SEN provision includes consideration of outdoor supervision ➤ Need to order walkie talkies for junior and to ensure someone ensures they are charged and accessible 		
Equipment	<p>Rules are in place to limit access to climbing equipment to appropriate age; young people and all staff are aware of these</p> <p>All climbing equipment is sited and used in accordance with departmental guidance.</p> <p>Appropriate safe play surfaces are used for climbing equipment over 600mm.</p>	✓ ✓ ✓	Staff HT HT	<ul style="list-style-type: none"> ➤ 		
Weather	<p>In adverse/inclement weather a decision on which areas are safe to use and whether additional supervision is required will be made by the Headteacher / manager and communicated to all. Adverse weather risk assessment will be referenced when making this decision.</p> <p>Supervisors empowered to carry out dynamic risk assessments regarding changing weather conditions</p> <p>Alternative areas and supervision ratios as necessary to be in place for times when external play areas cannot be used due to inclement weather</p>	✓ ✓ ✓	SMT HT SMT	<ul style="list-style-type: none"> ➤ 		