

RISK ASSESSMENT FORM – P.E. Outdoor Activities at Calverley C.E. School

C O N S E Q U E N C E	RISK RATING MATRIX	LIKELIHOOD			
		Probable (A)	Possible (B)	Remote / Unlikely (C)	Improbable / Negligible(D)
	Fatal injuries (1)	High (1A)	High (1B)	Medium (1C)	Low (1D)
	Major Injuries (2)	High (2A)	High (2B)	Medium (2C)	Low (2D)
	Minor Injuries (3)	Medium (3A)	Medium (3B)	Low (3C)	Low (3D)
Negligible Injuries (4)	Low (4A)	Low (4B)	Low (4C)	Low (4D)	

ACTIVITY / LOCATION: Calverley C.E. School Playgrounds/ Field

HAZARD	EFFECT (Include who will be effected if relevant)	RISK RATING	CONTROL (Reference to other documents, codes of practice, Department Rules, Divisional Rules etc. if relevant)	RESPONSIBILITY (preferably named individual or job title)	RESIDUAL RISK RATING
Travelling to and from the Playground/ Field	Children and staff could trip, slip or fall on steps, slip on ice.	3B	Children briefed on travelling around school sensibly. Children hold handrails where appropriate. Staff aware of school behaviour policy.	Teachers	3C
Children warming up at same time in small space (playground)	Children gaining injuries by bumping into each other or being hit by balls and other equipment	3B	a. Teachers to supervise and ensure safe warm up. b. Allocate warm up areas for each activity c. Group warm up if appropriate	Teachers	3C
Nature of Sport (i.e. strenuous, practical activity)	Children gaining sporting injuries such as sprains, dislocations, cuts and bruises	2B	a. Lesson rules to highlight safety points b. All playing surfaces to be in a safe condition c. First aid available to deal with injuries d. School to adopt its procedures for dealing with major injuries.	a. Teacher b. Teacher c. Appointed first aid person d. Headteacher	2C / 3B
Nature of Sport (i.e. strenuous, practical activity)	Children suffering exercise – induced medical conditions (e.g. asthma)	2B	a. Teachers to be aware of children’s medical conditions. b. Teachers to ensure children carry inhalers if required.	a. Teacher b. Teacher	2D / 3C
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Incorrect technique / Unsafe practices delivered	Children gaining minor injuries such as muscle strains	3C	a. Ensure that qualified teachers and coaches supervise all activities carefully looking to identify any bad practice quickly. All leaders and helpers are fully briefed.	P.L.T. / Teacher	3D

Unfamiliar activities	Children gaining sporting injuries due to confusion / lack of experience	3C	Each lesson/activity led by suitably experienced person who can explain activities to children.	P.L.T. / Teacher	3D
High volume of children participating	Children gaining injuries by bumping into each other or being hit by balls and other equipment	3C	a. Appropriate space allocated for whole class activities. b. Boundaries clearly marked and explained to children. c. Children to be appropriately supervised.	Teacher	3D
Pupils leaving the lesson to use the toilets.	Children going missing	1B	a. Toilets visited before leaving the classroom. b. Children never to go to toilet without permission. c. Year 3/ 1 toilets used in emergencies – route made clear to children. Go in pairs. d. Gate kept shut at all times.	Teachers	1D

VENUE SPECIFIC ISSUES

Strangers crossing the playground (Access to the office)	Children being abducted	1B	a. Teachers to ensure that members of the public are escorted to the office. b. Children fully briefed before lesson begins.	Teachers	1D
Stray dogs getting onto field.	Children being bitten, jumped at, or distressed.	2B	Stop the activity and quickly remove children from field to ballyard – close gate. Dog owners not keeping animals on leads to be approached in view of general H&S.	Teachers	2C
Litter/ remnant food being left on yards or field.	Children gaining bruises or bumps from falling on the surface.	3C	Teachers to carry out a quick assessment of yard floor/ field surface as children line up outside to come in. Any debris removed.	Teachers	3D
Adventure playground	Children gaining bruises or bumps, cuts and scrapes.	2B	Teachers to keep children off the adventure playground unless it is a supervised part of the session.	All staff Teacher	2D/3D

Assessment by (Print Name)WILL OVERTON..... SignatureW. Overton..... Date ...28.06.17...

Review date (if applicable) ...28.06.18.....

Note: Any assessments carried out for expectant mothers and young persons etc must be in conjunction with Health and Safety Manager