



GENERAL RISK ASSESSMENT FORM

Area, task or activity: First Aid	Location: School Site	Date of Assessment: 13/1/19
23/9/2020 Updated M Higgins 13/9/2022 Updated J Evans 20/9/2023 Updated M Higgins		

Significant Hazards	Who might be harmed and how?	Current control measures	Likelihood of harm or loss occurring with current controls in place? ¹ (High, Medium or Low)	Further control measures (if required)	Residual Risk (High, Medium or Low)? Is this acceptable? ²	Date controls are to be implemented and by whom ³
Lunch time activities	Staff, pupils and Visitors	Midday supervisors have attended first aid training. All first aiders attend refresher trainer as necessary	Low	NA	Low	Immediately
Contacting a First Aider	Staff, pupils and Visitors	Procedures for contacting first aid personnel are in place and known and agreed by all staff. Staff know the location of first aid equipment and facilities First aid notices are prominently displayed which are clear and easily understood. Pupils know what to do if first aid is required	Low	NA	Low	Immediately
Accident statistics	Staff, pupils and Visitors	All safety Incidents and Accidents are recorded Accident/Incidents are monitored to check for trends.	Low	NA	Low	Immediately
High risk activities such as	Staff, pupils and Visitors	Ensure that a qualified first aider is available in close vicinity to the classrooms	Low		Low	Immediately

¹ Risk should be reduced as low as reasonably practicable. NB. If risks remain significant even with existing control measures then further control measures MUST be identified and implemented.

² If a risk of significant loss or injury (i.e. any incident that would result in over 3 days lost time, or a major injury or a reportable near-miss or which could lead to a financial loss greater than £) still exists when all “reasonably practicable” control measures have been implemented then the risk is NOT tolerable and the activity should be ceased. Further advice should be sought from the County’s Health and Safety Team.



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use of PE, Science or D&T Forest School		Forest school leaders trained in Outdoor First aid Separate risk assessments in place				
First aid kits	Staff, pupils and Visitors	First aid kits are located in each classroom, the staffroom and school office. First aid kit contents are checked regularly to ensure they are complete. First aid equipment is replenished when items are used or time expire. Waste first aid kits available for midday supervisors.	Low	NA	Low	Immediately
Educational Activities outside but close to school grounds	Minor injuries on sharp objects etc, possible head injuries from slips, trips, falls and contact with other children.	All staff trained in emergency first aid and aware of how to deal with minor injuries and how to preserve life until the emergency services arrive	Low	Arrangements for activity should include Proximity to Doctors, Health Centre or Hospital	Low	Immediately
Sporting events in school or locally held	Staff, pupils and Visitors Travel risks and Sport specific injuries	All staff are trained in emergency first aid and aware of how to deal with minor injuries and how to preserve life until the emergency services arrive	Low	NA	Low	Immediately
Sporting events outside of the school area	Staff and pupils RTA , Venue, sports specific, illness	A minimum of one person with a one day certificate should travel with this party and attend the sports event if there is no first aid clearly provided at the event	Low	Larger events may well have support from the First Aid community St Johns Ambulance etc	Low	Immediately
Provision for all out of hours activities including sports, clubs etc	Staff, pupils and Visitors	Provision should be made for such activities either by school or activity provider.	Low	Premier Sports Staff all have first aid training	Low	Immediately
Contractors and Aspens canteen staff	Contractors, etc.: various forms of injury including broken bones, crush injuries,	The arrangements for large contracts include an agreement as to who has responsibility for administering first aid for these.	Medium	Either contractors are trained or school provides first aid cover	Low	Immediately



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Name of Assessor/s: M.Higgins	Date of Next Review: September 2024	Headteacher/Line Manager/Supervisor: M.Higgins
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