

Location/Site: FIELD		Date of Assessment: 2.9.21		Assessor(s): H Nye/ R Latham		Reference:	
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	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. Games equipment used by pupils will be limited to key stage bubbles and cleaned regularly.				
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 about safety of wild flowers and plants.				
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. Field will not be used when the ground is wet.				
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	Faeces	Pupils, staff, visitors	Dogs are not allowed on school grounds. Where possible keep an eye out for foxes that				

/PE/start and end of day			may enter the grounds. Provide equipment so that faeces can be removed safely.				
DILKES ACADEMY	RISK ASSESSMENT FORM						Form Number: HSF003 Version: 1.0 Date: September 2021 Procedure: HSP 5.0
Location/Site: PLAYGROUND			Date of Assessment: 2.9.21	Assessor(s): H Nye/ R Latham	Reference:		
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	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/equipment used by pupils will be limited to key stage bubbles. Children encourage to clean hands prior to going outside at break and 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. Designated TA will supervise during this time (where possible this TA will be the year group TA). 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 5 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 key stage play area zones are clearly defined and TAs are made aware of this.				
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 /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.				
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. MDAs, TAs and teachers to visually check. Site manager and building. MDAs 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	First aiders on play and lunch time duty in school. TAs to wear coloured vests to indicate they are a first aider during play time and lunch time. First aiders carry first aid kits with them during play time and lunch time. Additional first aid equipment is located in First Aid Room. First Aid Room to be used for injuries which require more treatment than can be given outside. 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.				