

RISK ASSESSMENT		GENERAL STORAGE	
Establishment: Killeen National School, Louisburgh, Co. Mayo.		Assessment by: Staff	Date: January 2019
Review By Date: January 2021		Approved by: BOM	Date:

Hazard / Risk	Who is at Risk?	Normal Control Measures	Additional Control Measures	Risk Rating H/M/L
Cleaner/caretaker storage areas Access to potentially hazardous equipment/ materials	Staff Pupils Visitors Contractors	<ul style="list-style-type: none"> Substances to be in original container with clear labels and hazard warnings. Restricted access. Store to be locked except when in use. Boiler rooms kept clear of storage and locked when not in use. 		Low
Flammable substances / fire, explosion	Staff Pupils Visitors Contractors	<ul style="list-style-type: none"> Minimise amount stored and used. Lids to be kept on containers. No smoking or other sources of ignition permitted in areas where flammable vapours may be present. Dispose of flammable waste including contaminated cloths etc. safely. 		Low
Falling objects Not secured, poorly installed.	Staff Pupils Visitors Contractors	<ul style="list-style-type: none"> Shelving etc. properly installed, secure fixings in place Storage to be organised with heavy objects at lower levels Restricted access to pupils. Provision of access equipment nearby or in place. Controlled limits of items stored. 		Low

Reaching high shelves / Falls, strains	Staff	<ul style="list-style-type: none"> • Appropriate steps, kick stools etc provided to reach high shelves • Store frequently used items at easily accessible locations • Store heavy items on lower levels, preferably at about waist height to reduce risk of manual handling injuries 		Low
Cleanliness/tidiness Fire Tripping Struck by falling object	Staff Pupils Visitors Contractors	<ul style="list-style-type: none"> • Rubbish is regularly removed. • Recycling bins provided and used. 		Low

REVIEWS:	
DATE: REVIEWED BY:	COMMENTS:
DATE: REVIEWED BY:	COMMENTS:
DATE: REVIEWED BY:	COMMENTS: