

RISK ASSESSMENT		PREMISES	
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
Defective flooring Slips Trips Falls	Staff Pupils Visitors Contractors	<ul style="list-style-type: none"> Condition of premises regularly checked Prompt maintenance of defects 		Low
Liquid spillages / Slips, Falls	Staff Pupils Visitors Contractors	<ul style="list-style-type: none"> Supervision in use of liquids in class Immediate cleaning up of spillages Use of aerosol paints not permitted in classrooms. 		Low
Items stored in corridor / walkways Trips, Falls, fire risk, obstructed escape	Staff Pupils Visitors Contractors	<ul style="list-style-type: none"> Good housekeeping maintained Regular inspection Ensure bags and coats are not blocking corridors / walkways Designated storage areas 		Low
Trailing electrical cables / Trips, Falls	Staff Pupils Visitors Contractors	<ul style="list-style-type: none"> Ensure sufficient sockets Use of cable covers where cables are a trip hazard 		Low

Electrical equipment & sockets Electrocution Fire Electrical burns	Staff Pupils Visitors Contractors	<ul style="list-style-type: none"> • All electrical equipment is PAT tested and visual checks conducted prior to use • Fixed Installation testing completed (5yearly min) and any remedial work actioned. • Mains powered portable equipment protected by RCD to distribution board, wall socket or lead. 	Also see Electrical Risk Assessment	Low
Hot Surfaces Burns	Staff Pupils Visitors Contractors	<ul style="list-style-type: none"> • Low surface temperature radiators where young or special needs children are present • Verbal reminders of radiators that are in classrooms 		Low
Open or broken windows / Falls, cuts, injury	Staff Pupils Visitors Contractors	<ul style="list-style-type: none"> • All glazing in vulnerable areas (>250mm wide and up to waist height in internal walls / partitions and windows, up to shoulder height in doors) either filmed or safety glazing. • All such glazing to be appropriately marked / etched. • As replacement is necessary glazing to BS 6206 used 		Low
Defective furniture/ equipment Injury	Staff Pupils Visitors Contractors	<ul style="list-style-type: none"> • Furniture and fittings must be reported if defects found. 	Teachers to check their classrooms Caretaker to check common areas	Low
Access / egress Trips, Falls, fire risk, obstructed escape	Staff Pupils Visitors Contractors	<ul style="list-style-type: none"> • Adequate space, circulation routes and emergency exits. • Entrances and exits are clearly signed, well lit and kept free from obstructions. • Arrangements in place to ensure access maintained in snowy / icy conditions 		Low

Fire Property damage Smoke inhalation Physical injury Burns	Staff Pupils Visitors Contractors	<ul style="list-style-type: none"> • Detailed Fire Risk Assessment conducted and reviewed annually. • Rubbish not allowed to accumulate. • Storage areas kept tidy. • Layout allows for unrestricted movement and safe circulation. • Staff familiar with evacuation procedure, location of nearest call point and extinguisher. • Fire exits checked for obstruction / ease of opening. • Fire alarm tested and drills conducted at least once every term. • Fire exits clearly marked and fire evacuation notices posted throughout site / in each classroom. • Fire doors checked regularly (self closures operating, doors close freely, smoke seals / strips in place etc.) 	Fully automated fire detection system installed. Display unit showing the location of any activation of the system. Break-glass call points situated within 30mtrs. of any point in the school.	Low
Service cupboards / plant rooms Inappropriate use Fire Electric shock	Staff Pupils Visitors Contractors	<ul style="list-style-type: none"> • All such areas to be locked and access restricted to authorised persons. • Appropriate signage in place. • No general storage to be kept in such areas. • Adequate lighting available. • Fire fighting equipment , detection etc in place. 		Low
Inadequate lighting / other welfare facilities Dissatisfaction / stress	Staff	<ul style="list-style-type: none"> • Lighting sufficient for tasks. • Supply of wholesome drinking water. • Adequate welfare facilities for staff and service users. • These are maintained in a clean state. • Hot water, soap and towels provided. • Suitable sanitary disposal bins in place within female toilets. 		Low

REVIEWS:

DATE: REVIEWED BY:	COMMENTS:
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