

Braeside Education Centre - Activity Risk Assessment



Braeside Education
Centre

Assessment of:		BEDROOMS & BATHROOMS		Venue:	Braeside education centre –		
Assessor:		Rupert Tabley		Date:	April 2024	Review Date:	April 2025
ID	Hazards Identified le: what can cause harm?	Persons at Risk le: who could be harmed by the hazard?	Current Risk Factor (High, medium or low) le: determine the level of risk	Actions to be Taken to Minimize each Risk le: what action can you take to lower the level of risk			New Risk Factor (High, medium or low) le: risk factor after action taken to minimize the risk
1	Falls from Beds, especially bunk beds.	<ul style="list-style-type: none"> Residential visitors especially young people 	Medium	<ul style="list-style-type: none"> Thorough briefing on behaviour expectations Adult rooms supplied with first aid kits & located next to or near dorm rooms Top bunks fitted with guards 			Low
2	Slips, trips, and falls in house	<ul style="list-style-type: none"> All Visitors All Staff 	Medium	<ul style="list-style-type: none"> Verbal warning of no running in house. Keeping corridors and stairs clear of luggage and equipment. All shoes to be stored on boot racks provided. Slip hazard signs put out when mopping hard floors. Corridor doors to be kept shut on code access to prevent sleep walkers accessing stair areas. No children to use external side metal staircases, except in the case of a real fire alarm situation. Cleaners tasked with policing rules on clear corridors Visiting teachers encouraged to monitor behaviour indoors at all times. Walking on stairs controlled / supervised when carrying cases up and down stairs. 			Low
3	Fires in the building	<ul style="list-style-type: none"> All staff All visitors 	Medium	<ul style="list-style-type: none"> Smoke and fire alarms fitted in all areas of the buildings. Full fire risk management programme (see separate fire risk assessment) in place to include: <ul style="list-style-type: none"> Alarm tests to be completed weekly. All residents to be given fire briefing and fire drill on arrival. No smoking or vaping on site. 			Low

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				<ul style="list-style-type: none"> All groups to assign a responsible person for fire safety management during the visit Visiting young people informed where responsible adults rooms is. 	
4	Access to cleaning products (Harmful if swallowed or skin contact.)	<ul style="list-style-type: none"> All visitors Untrained Staff 	Medium	<ul style="list-style-type: none"> Cleaning products to be kept in locked areas, unless in staff only areas. Training provided to staff on product usage COSHH responsibility assigned to a member of the cleaning team with specific training on managing risks No cleaning products to be used by children. All staff first aid trained. 	Low
5	Injury from damaged furniture/fixtures or fittings	<ul style="list-style-type: none"> All visitors All staff 	Low	<ul style="list-style-type: none"> Any breakages or damage to be immediately reported to Braeside staff. Regular spot check and appropriate remedial action to be taken by staff where appropriate to ensure safety/provision. Regular management checks on progress of maintenance jobs 	Low
6	Injury from trapped fingers from closing/opening doors.	<ul style="list-style-type: none"> All visitors especially young people 	Low	<ul style="list-style-type: none"> All users are reminded of the need to take care when using doors and to keep fingers away from door closures. Younger children to be more closely supervised (higher ratios). Fire safe door props to be used where appropriate Soft close hinges fitted to doors in heavy traffic areas. 	Low
7	Burns / scolds from kettles and hot drinks	<ul style="list-style-type: none"> All visitors especially young people All staff 	Medium	<ul style="list-style-type: none"> No unsupervised children in kitchen areas. All primary groups - hot drinks to be poured by adults. Verbal warnings. Staff reminded to be responsible for their hot drinks. 	Low
8	Falls from windows	<ul style="list-style-type: none"> All residential visitors especially young people 	Medium	<ul style="list-style-type: none"> High floor windows to have restriction bars. Verbal warning during briefings. No unsupervised access for children on top floors. Children not allowed to play in bedrooms 1st & 2nd floor windows fitted with opening restrictors 	Low

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9	Electrocution from equipment	<ul style="list-style-type: none">• All visitors• All staff	Medium	<ul style="list-style-type: none">• Automatic lights in bathrooms.• Verbal warnings of using sockets.• All equipment belonging to Braeside to be PAT tested.• Annual electrical safety inspection.• Visual inspection for overloaded sockets made during routine cleaning	Low
10	Legionella	<ul style="list-style-type: none">• All visitors• All Staff	Medium	<ul style="list-style-type: none">• Monthly testing, flushing and inspection of all potentially hazardous outlets.• Separate Legionella risk management plan in place managed by Churchill Environmental Services.• Responsible staff member appointed and trained in legionella risk management	Low