

Braeside Education Centre - Activity Risk Assessment



Braeside Education
Centre

Assessment of:		Site Security		Venue:	Braeside education centre –		
Assessor:		Rupert Tabley		Date:	May 2025	Review Date:	May 2026
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
	Unauthorised Access	<ul style="list-style-type: none"> Visitors & Staff 	Medium	<ul style="list-style-type: none"> All gates padlocked Main gate locked at night & when children are on free to roam activities Keypad entry on main doors and access to first & second floor Signage warning of CCTV CCTV Staff trained to question unknown/unexpected visitors Staff to wear Braeside logo or lanyard 			Low
	Security of Building & Equipment	<ul style="list-style-type: none"> Visitors & Staff 	Medium	<ul style="list-style-type: none"> Residents have the contact details for emergency on call staff. Front side gate is lockable, also main gate into Braeside drive secured between approx 8pm until 7.30am each day when groups are in residence. CCTV over main areas. Locked main buildings (by Resident Groups). Regular checks are made when centre closed ie. Christmas and New Year. Windows are kept shut when site is vacant. Visitors have to sign in at reception and wear red visitor lanyards. Staff lock and check all areas at the end of each day. 			Low