Braeside Education Centre - Activity Risk Assessment

Braeside Education Centre

Assessment of:	Site Security	Venue:	Braeside education centre –		
Assessor:	Rupert Tabley	Date:	June 2026	Review Date:	June 2027

ID	Hazards Identified Ie: what can cause harm?	Persons at Risk Ie: who could be harmed by the hazard?	Current Risk Factor (High, medium or low) Ie: determine the level of risk	Actions to be Taken to Minimize each Risk Ie: what action can you take to lower the level of risk	New Risk Factor (High, medium or low) Ie: risk factor after action taken to minimize the risk
	Unauthorised Access	• Visitors & Staff	Medium	• 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	• Visitors & Staff	Medium	• 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