

Children's Programme (Year 6) - Risk Assessment Summary Sheet

Issue No: 016

Date of issue: 13 September 2018

Activity	Hazard(s)	Risk of	People at Risk	Risk Control Measures	Risk Ranking
General Access to and egress from the Lifeskills Centre.	Lift Staircases	Becoming trapped in lift due to mechanical and/or electrical failure Slip, trip or fall on stairs	Employees Volunteers Visitors Children	Lift is subject to regular maintenance and is tested, inspected, certificated. Lift has a communication link to a 24 hour monitoring system. Stairs are textured to enable grip. Anyone using the stairs are told to do so with care.	LOW
General Fire	Extremes of heat Toxic fume inhalation	Burns Inhalation of toxic fumes Inability to escape to a safe place	Employees Volunteers Visitors Children	No smoking in building Fire Alarm Fire Extinguishers Evacuation Procedure Emergency Lighting Trained staff and volunteers Electrical installation tested and inspected	VERY LOW
Set 1&2 Road	Car interiors	Entrapment Cuts	Children	Nobody allowed in cars	LOW
Set 3&4 Shop	Glass items on shelves	Cuts	Children	Items in glass containers are not specified as part of activities	LOW
Set 5&6 First Aid	No significant hazards identified				
Set 7&8 Apartment	Smoke from the smoke simulation machine	Inhalation of fumes	Persons with pre-existing breathing difficulties	The letter sent to the organiser of the school trip asks if children have any illnesses or conditions + notification of this issue on the day of the visit. Area ventilated by extractor fan.	LOW
Set 9 Hallway & Bathroom	No significant hazards identified				
Set 10 Living Room	Games on the floor Button batteries in packaging	Slip, trip or fall at same level Ingestion	Employees Volunteers Visitors Children	People are briefed on the condition of the room when they enter (i.e. hazards are present) and the people taking part in the activity have to make the room safer. Packaging is secure and children are always supervised	LOW
Set 11 Kitchen	No significant hazards identified				

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Set 12 Dining Room	No significant hazards identified				
Set 13 Garden	Trampoline Scooter Skateboard	Slip, trip or fall	Children	Trampoline is surrounded by safety net, which is secured so as not to allow access. Children are not allowed to touch the scooter & skateboard	LOW
Set 14 Railway	Different levels of flooring – steps, platform edge & railway ballast	Slip, trip or fall	Employees Volunteers Visitors Children	Handrails fitted by steps. Nobody is allowed over the yellow line.	LOW
Set 15 Beach	Water	Drowning	Children	Everybody is kept at a safe distance from the water by a fence. Children are always supervised.	LOW
Set 16 Substation Building Site	Metal Fencing to substation	Cuts, scratches from metal pails	Children	Sharper edges have been removed and made smooth.	LOW
Set 17 Alleyway	No significant hazards identified				
Set 18&19 Health Centre	Automatic door	Entrapment	Employees Volunteers Visitors Children	Very slow mechanism	LOW

Additional Risk Control Measures that apply to all activities assessed above include;

- Before the children start the activities they are given an induction talk by a member of staff or a Guide, this includes the safety rules they must adhere to.
- The Children are separated into small groups (3or4).
- One qualified Guide is assigned to each small group and is responsible for safety during the activities.
- All Guides are trained and regularly assessed, each guide receives a Lifeskills Guide Booklet, containing safety instructions for each of the activities.
- Qualified First Aid staff are always present and first aid boxes are located in the staff kitchen and main office. An AED is located in First Aid 2 scenario.
- All volunteers and staff in charge of groups of children have completed safeguarding training and Enhanced DBS checks.

Signed: *AJBunserd.*

Position: General Manager

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