



Risk Assessment

Completed by	Lucy Nightingale	Work area or activity being assessed. Describe what goes on there / what is involved:	Design Technology – woodwork, sewing and food technology
Assessment date	June 2022		
Review date	June 2023		

STEP 1 – HAZARD CHECKLIST

1. Asbestos		10. Food hygiene		19. Violence at work		
2. Compressed gases / pressure systems		11. Hazardous substances (CoSHH)		20. Welfare (hot / cold / wet)		
3. Confined spaces		12. Lone working		21. Working at height		
4. Contact with moving vehicles		13. Manual handling		How else can people get hurt? (specify below)		
5. Dangerous machinery / equipment	y	14. Noise exposure		Behaviour – emotional outbursts	y	
6. Display screen equipment (DSE)		15. Occupational driving				
7. Electricity		16. Repetitive strain injury				
8. Falling objects	y	17. Slips and trips	y			
9. Fire and explosion (including the storage of flammable materials)		18. Stress				



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STEP 2 – Now assess the risks from the hazards identified on the previous page by completing the form below.

What could cause harm? (taken from Step 1)	Who might be harmed and how? (students, staff, visitors, contractors)	Control measures What is already done to stop people getting hurt?	Residual risk* High / Medium / Low (See Table 1 for guidance)	Can further actions be taken to reduce the level of risk? Yes / No If Yes, give details in the action plan
Dangerous Equipment: Knives, chisels, hacksaw, scissors, hand drills, snips, pins, needles	Staff and children – cuts, lacerations, puncture wounds	All saws used under 1:1 supervision All hand drills used under 1:1 supervision Teacher directs the class with support from the TA All staff and pupils given a safety briefing before using any equipment Only teachers are to use craft knives using a suitable metal ruler and cutting mat All children using tools / equipment to be supervised All injuries to be attended to by a qualified first aider and recorded appropriately	low	
Dangerous Equipment: Hot glue guns	Staff and children – burns	Pupils must not use the hot glue gun Only staff who have had suitable training / experience are to use the glue gun All injuries to be attended to by a qualified first aider and recorded appropriately	low	
Dangerous Equipment: Hammer, pliers	Staff and children – blunt trauma	Teacher directs the class with support from the TA All staff and pupils given a safety briefing before using any equipment	low	



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		<p>All children using tools / equipment to be supervised</p> <p>All injuries to be attended to by a qualified first aider and recorded appropriately</p>		
<p>Dangerous Equipment: PVA, Pritt stick, other glue</p>	<p>Children – accidental ingestion</p>	<p>Staff are to prepare glue for use</p> <p>All pupils given safety briefing before using the glue</p> <p>Teacher directs the class with support from the TA</p> <p>Any ingestion must be seen by a trained first aider</p> <p>All children using tools / equipment to be supervised</p> <p>All injuries to be attended to by a qualified first aider and recorded appropriately</p>	<p>low</p>	
<p>Dangerous Equipment: Sand paper</p>	<p>Staff and children – abrasions</p>	<p>All pupils given safety briefing before using the sandpaper</p> <p>Teacher directs the class with support from the TA</p> <p>A wooden safety block must be used at all times</p> <p>All children using tools / equipment to be supervised</p> <p>All injuries to be attended to by a qualified first aider and recorded appropriately</p>	<p>low</p>	
<p>Dangerous Equipment: Oven, hob, kettle</p>	<p>Staff and children – burns, scalds</p>	<p>1:1 supervision of any child using the oven or hob</p> <p>Appropriate oven gloves used if the children are using the oven</p> <p>All pupils given safety briefing before using the hob / oven</p> <p>Teacher directs the class with support from the TA</p> <p>Only staff allowed to use the kettle</p> <p>All injuries to be attended to by a qualified first aider and recorded appropriately</p>	<p>low</p>	



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<p>Food Poisoning</p>	<p>Children and their families – if food is sent home</p>	<p>Personal hygiene Pupils taught the need for personal hygiene. Staff and pupils to wash hands before handling food and after visits to the toilet. Tie back long hair. Aprons hygienically maintained</p> <p>Storage Avoid the use of foods that require refrigeration if safe temperatures cannot be maintained "Use by" and "best before" dates should be checked. Foods appropriately covered / wrapped and stored prior to taking home. Pupils provided with instruction on safe storage / consumption.</p> <p>Food handling High risk / raw foods kept apart at all times Separate chopping boards and utensils used for raw and cooked foods. Equipment, including cutlery, should be stored in secure, clean conditions and used only for food preparation.</p>	<p>low</p>	
<p>Falling objects</p>	<p>Staff and children – crush injuries, blunt trauma, cuts, lacerations, puncture wounds</p>	<p>All pupils given safety briefing before using any tools / equipment Teacher directs the class with support from the TA All children using tools / equipment to be supervised All injuries to be attended to by a qualified first aider and recorded appropriately</p>	<p>low</p>	
<p>Slips and trips</p>	<p>Staff and children – bruises, strains, sprains</p>	<p>All staff are to be aware of their surroundings, particular attention is when moving between rooms High standards of housekeeping at all times</p>	<p>low</p>	



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		<p>Teacher to ensure all work areas are safe before activities are undertaken</p> <p>Spills / breaks to be cordoned off or cleaned up immediately. Estates team available to support and contactable on the radio.</p> <p>Bags, coats etc. to be hung up on pegs / put away in cubbies</p> <p>No trailing cables</p> <p>All injuries to be attended to by a qualified first aider and recorded appropriately</p>		
Behaviour	Staff and pupils – injuries caused by child lashing out	<p>All pupils aware of the school rules and classroom expectations</p> <p>Teacher directs the class with support from the TA</p> <p>Disruptive pupils to be removed from the setting and taken to SLT members</p>	low	



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Severity	Likelihood				
	1 Very Unlikely (Freak event – no known history)	2 Unlikely (Unlikely sequence of events)	3 Possible (Foreseeable under unusual circumstances)	4 Likely (Easily foreseeable- odd incident may have occurred)	5 Very Likely (Common occurrence – aware of incidents)
1 Negligible (No visible injury – no First Aid required)	Low	Low	Low	Low	Medium
2 Slight (Minor cuts, bruises – no long term effects)	Low	Low	Low	Medium	Medium
3 Moderate (Heavy bruising, deep flesh wound. Lost time accident)	Low	Low	Medium	Medium	High
4 Severe (Lost time accidents and major injuries)	Medium	Medium	Medium	High	High
5 Very Severe (Long term disability or death)	Medium	Medium	High	High	High