

Risk Assessment



Date: April 2022	Location: SANDFIELD PARK SCHOOL		
Review Date: April 2023	Reference : 07	Assessor: Mark Hilton & Tracy Shipley (ASBC Ltd)	Manager: Mark Hilton (Headteacher)

Assessment of Risk For: **SITE TRAFFIC**

Ser N°	List Hazards Here	People at risk	List Existing Controls	Priority
1	Road traffic accidents - Crushing, impact trapping. Reversing with restricted vision, weather conditions	Pupils, staff, visitors, & members of the public. Young children, sight & hearing impaired, elderly particularly at risk	<p>Traffic routes are clearly defined and segregated from pedestrian routes by suitable signage and/or physical barriers. Unambiguous pedestrian crossings are in place where pedestrian routes cross traffic routes. Traffic movement is NOT restricted to a one-way route. An automatic gate (intercom access) restricts site traffic to authorised vehicles only after 9.15am and before 3.15pm.</p> <p>Traffic movement is kept to a minimum at break times.</p> <p>Parking facilities, if available on site, are suitably lit if likely to be used after dark, with clearly defined bays and segregated from play areas. Parking restrictions are in place in areas where parking would cause an unacceptable hazard. Reversing is restricted to where it is safe.</p> <p>Access to on-site parking area to be restricted Staff, Business Visitors & other legitimate traffic</p> <p>Anybody caught driving in a dangerous manner will be restricted from driving on-site in future.</p>	Low
2	Hazards associated with large vehicles and deliveries.		<p>Deliveries are timed so as not to take place at break times. Delivery vans, contractors vehicles and other large vehicles use a separate entrance away from the pedestrian entrance or the staff traffic route and only reverse where it is safe; using a banksman wearing a high visibility jacket. Delivery vehicles have reversing sounder. No excessively large vehicles are allowed on site. Deliveries will be planned so as not to take place at pupil break/play-time.</p>	Low
3	Slips, trips and falls		<p>Traffic and pedestrian routes are regularly inspected and maintained in good repair. Remedial action is taken whenever slip and trip hazards are identified. Routes and the car park are salt-gritted if there is a likelihood of freezing.</p>	Low
4	Emergencies		<p>Adequate first aid provision, and numbers of suitably trained first aiders are in place. There is a facility to summon emergency services if required are available within the school. Standard emergency procedures are known and observed at all times.</p> <p>Reference Risk Assessment No. WRA 1 Indoors - FIRST AID</p>	Low

			Suitable fire precautions are in place; Reference Risk Assessment No. 3 FIRE HAZARDS. Reference Risk Assessment No. 4 SECURITY & PERSONAL SAFETY	
5	Communication		Pupils are made aware of dangers from on-site traffic, restricted areas and code of conduct. Parents and others are made aware of safe pedestrian routes into and out of the school and its grounds. All staff are informed of the on-site school traffic policy and the significant dangers associated with site traffic and the controls outlined within this assessment. All staff who have responsibilities for on-site traffic management are suitably trained so as to undertake their duties safely.	Low

Risk Priority: **High:** Accident likely with possibility of serious injury or loss
Medium: Possibility of accident occurring causing minor injury or loss
Low: Accident unlikely with control measures in place

Controls (Ser N°. to correspond with Hazard Ser N°.)		To be Completed by the Manager.			
Ser N°	Additional Controls Required	Action to be Taken	By Whom	Target Completion Date	Task Completed (Signed & Dated)

<p>Once additional controls are implemented, what will the overall risk level be:</p> <p>High Medium Low</p>	<p>Risk assessment signed off by: Mark Hilton (Headteacher)</p> <p>Signature:</p> <p>Date: April 2022</p> <p><i>Please note an electronic signature will suffice.</i></p>
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