

RISK ASSESSMENT FORM - SWITCHED ON



Risk Assessment For

Service / School:

Switched On sessions – in school Electricity Sessions

Location of Activity:

Classrooms in school

Activity:

Switched On workshop

List significant hazards here:	Groups of people who are at risk:	List existing controls, or refer to safety procedures etc.	For risks, not adequately controlled, list action needed.	Remaining level of risk: high, med, low
<p>Carrying resources Classroom Carrying heavy weights: - Resulting in back injury. Unlikely Harmful Moderate Risk</p>	<p>Staff, students, school visitors, general public</p>	<p>Ensure floor area remains free of debris from activity. Only limited numbers of resource / in use at any one time and pieces counted in and out for each run of the activity.</p>	<p>Trolley to be provided by ENWL for each classroom set of resources. Crate weights to be kept below 25kg for level terrain. The activity will be re assessed if distances are prohibitive or if the crates have to be carried up stairs</p>	<p>Low</p>
<p>Access, egress and emergency exit routes Trip Hazard around resource Failure to safely evacuate the classroom in event of fire.</p>	<p>Staff, students, school visitors, general public</p>	<p>Familiarise with the building layout & fire exit routes / discuss with the Teaching staff . Member of staff to be in session at all times.</p>		<p>Highly Unlikely</p>

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Cuts	Staff, students, school visitors, general public	Students to be told to take care with general equipment; school staff on hand with general health and safety	Bulbs checked after each session. Delivery staff to warn students on broken components / bulbs and to let us know immediately.	Low - MED
Choking hazard – small parts	Staff, students, school visitors	Advise on all small parts – school staff to be in attendance at all times.		Low
Electrical Components	Staff, students, visitors	All components checked after each session. Lose wires, damaged batteries, broken bulbs replaced. Components provided by ENWL. No more than x2 batteries to be connected at any one time – limited resources to be handed out to students.	Students warned about short circuits and batteries getting hot. Students asked to check at several points of the session. Additional staff/teachers to be prompted to keep an eye on the circuitry.	MED
Pinching fingers / poking eyes	Staff, students, school visitors,	Students working in teams – advise to be aware of their fellow team members at all time and take care with resources		MED
General Slips , trips and falls	Staff, students, school visitors,	Minimise obstructions Minimise use of materials that could cause these hazards (paper, pens, trailing wires, other stationary etc.) Do not allow participants to sit on the activity tables – pupils will not need to move around the classroom for this activity.	Items not to be left on the floor- staff to pick up immediately Care to be taken at all times.	Low

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COVID		To follow school COVID guidelines		Low
Staff / Child Protection	Students	All delivery staff and STEM Ambassadors will have full Enhanced DBS checks and will not be left alone with any young person at any time - teacher/TA will be in the classroom throughout the activity		Low