

London Borough of Waltham Forest Risk Assessment Form

Workplace:	Primary School	Date of Assessment:	
Service Area:		Review Date:	
Name of assessor (PRINT)		Signature	

Work activity or environment <small>List the work activities or areas being assessed</small>	Hazard and current level of risk <small>(Low/Med/High)</small> <small>Hazards which could result in significant harm in your workplace</small>	Who might be harmed? <small>Staff, clients and others</small>	Control measures and remaining level of risk <small>(Low/Med/High)</small> <small>Refer to relevant procedures, codes of practice, information, training, guidance notes, safe systems of work, etc.</small>	Further action required <small>Relevant measures required to reduce the level of risk further.</small>
<p>DDA risk Assessment For Staff Member who Teaches English lessons etc</p>	<p>Class rooms are situated on the first floor of the building where they may be a medium risk of tripping on the stairs if the edges of the stairs are not clearly marked with bright colours.</p>	<p><u>Mr X</u> has left peripheral vision</p>	<ul style="list-style-type: none"> Mr X was referred to Occupational Health on the 29th October 2010 as a result of his recent head injuries. Discussion took place with him on the 12th November regarding reasonable adjustment due to his medical condition of visual defect to his left eye. <u>Mr X has been provided with corrective lens and has regular eye check.</u> He suggested that if he had a dimmer switch he would be able to adjust the lights as and when required. The edges of the stairs to the first floor have been repainted in yellow to improve visibility. 	<p>Monitor</p>

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Teaches music	Poor storage of equipment for easy access is low risk but could be an issue.	Mr X and other staff using store room	<ul style="list-style-type: none"> Equipment re-arrange so that smaller items are situated on the right side of the room and larger items on the left. 	Monitor
Outdoor visits activities	Inability to provide adequate supervision to children during visits away from school is a high risk.	Children at the school	<ul style="list-style-type: none"> Mr X has been advised not to participate in the outdoor educational visits away from the school etc. 	Monitor