

CORONAVIRUS - RISK ASSESSMENT & PROCEDURE – FULL REOPENING FROM SEPTEMBER 2020

Location / Site	Insert location and site where activity taking place
OAKLANDS CATHOLIC SCHOOL AND SIXTH FORM COLLEGE – WHOLE SITE	
Activity / Procedure	Insert name/type of activity or procedure being assessed
Full school re-opening during the Coronavirus COVID-19 (CV19) Pandemic from September 2020	
Assessment date	Insert date when assessment is being carried out
14 th July 2020	
Assessment serial number	Insert local serial/identification number for future reference
20200714/GEN/Whole School	

Identify people at risk	YES or NO
Employees	YES
Children	YES
Visitors	YES
Contractors	YES

Government guidance for full opening of schools states:

It is our (the Government's) plan that all pupils, in all year groups, will return to school full-time from the beginning of the autumn term.

The guidance covers 4 sections:

- school operations, including attendance, workforce, estates, catering
- curriculum, behaviour and pastoral support
- assessment and accountability, including plans for inspection
- contingency planning in case of self-isolation of multiple pupils or staff or local outbreaks

In Section 1: Public health advice to minimise coronavirus (COVID-19) risks it states that:

Schools must comply with health and safety law, which requires them to assess risks and put in place proportionate control measures. Schools should thoroughly review their health and safety risk assessments and draw up plans for the autumn term that address the risks identified using the system of controls set out below. These are an adapted form of the system of protective measures that will be familiar from the summer term. Essential measures include:

- a requirement that people who are ill stay at home

OAKLANDS CATHOLIC SCHOOL AND SIXTH FORM COLLEGE

- robust hand and respiratory hygiene
- enhanced cleaning arrangements
- active engagement with NHS Test and Trace
- formal consideration of how to reduce contacts and maximise distancing between those in school wherever possible, and minimise potential for contamination so far as is reasonably practicable

How contacts are reduced will depend on the school's circumstances and will (as much as possible) include:

- grouping children together
- avoiding contact between groups
- arranging classrooms with forward facing desks
- staff maintaining distance from pupils and other staff as much as possible

Risk assessment

The advice states that employers must protect people from harm. This includes taking reasonable steps to protect staff, pupils and others from coronavirus (COVID-19) within the education setting.

Schools have remained open to some pupils since 23 March, welcoming more pupils back from 1 June. Schools should therefore have already assessed the risks and implemented proportionate control measures to limit the transmission of coronavirus (COVID-19) for a limited number of pupils.

As part of planning for full return in the autumn term, it is a legal requirement that schools should revisit and update their risk assessments (building on the learning to date and the practices they have already developed), to consider the additional risks and control measures to enable a return to full capacity in the autumn term. Settings should also review and update their wider risk assessments and consider the need for relevant revised controls in respect of their conventional risk profile considering the implications of coronavirus (COVID-19). Schools should ensure that they implement sensible and proportionate control measures which follow the health and safety hierarchy of controls to reduce the risk to the lowest reasonably practicable level.

School employers should have active arrangements in place to monitor that the controls are:

- effective
- working as planned
- updated appropriately considering any issues identified and changes in public health advice

This revised risk assessment aims to meet as many elements as possible to achieve the requirements of the advice provided by the Government in the context of Oaklands Catholic School and Sixth Form College.

<u>Identify hazard</u>	Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards
Contact with someone suffering from coronavirus	
<u>Control measures</u>	List your control measures required to reduce risk – add appropriate detail about the type and location of controls
<ol style="list-style-type: none"> Everyone will be asked not to come into school if they need to self-isolate under current guidance. Regular reminders will be given about this. Anyone self-isolating with symptoms will be encouraged to access testing and engage with the NHS Test and Trace process. If a symptomatic person comes into school or have a positive Lateral Flow Test in School, they will be sent home immediately or isolated in the MFL speaking room or other designated area until they can be picked up. Such cases are to be reported to Student Services who will arrange for students to be put in an isolation room until collected by a parent/carer – see this guidance for help with this. 999 will be called if they are seriously ill or injured or their life is at risk. In the case of a symptomatic pupil who needs to be supervised before being picked up: <ol style="list-style-type: none"> If a distance of 2m cannot be maintained, supervising staff will wear a fluid-resistant surgical mask If contact is necessary, supervising staff will also wear disposable gloves and a disposable apron If there is a risk of splashing to the eyes, such as from coughing, spitting or vomiting, supervising staff will also wear eye protection Supervising staff will wash their hands thoroughly for 20 seconds after the pupil has been picked up. A sanitising clean will take place in the areas that the symptomatic person has been in, and PPE will be disposed of properly, following decontamination guidance. If the school becomes aware that a pupil or a staff member has tested positive for coronavirus, the school will contact the local health protection team. The team will carry out a rapid risk assessment to confirm who has been in close contact with the person, and these people will be asked to undertake a Lateral Flow Test for 7 days or self-isolate as required. To help with this, records will be kept of: <ol style="list-style-type: none"> The pupils and staff in each group with accurate seating plans Any close contact that takes place between children and staff in different groups Close contact means: <ol style="list-style-type: none"> Direct close contact – face-to-face contact with an infected person for any length of time, within 1 metre, including: <ol style="list-style-type: none"> Being coughed on, A face-to-face conversation, or Unprotected physical contact (skin-to-skin) Proximity contacts – extended close contact (within 1 to 2 metres for more than 15 minutes) with an infected person Travelling in a small car with an infected person If there are 2 or more confirmed cases within 14 days, or an overall rise in sickness absence where coronavirus is suspected, the school will work with the local health protection team to decide if additional action is needed. Any advice given by the team will be followed. Children who are clinically extremely vulnerable – those being shielded should not attend school. 	

11. Face masks must be worn at all times and in all areas except when necessarily eating and drinking.

<u>Identify hazard</u>	Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards
Contact with coronavirus when getting to and from school	
<u>Control measures</u>	List your control measures required to reduce risk – add appropriate detail about the type and location of controls
<ol style="list-style-type: none"> 1. Where possible, staff and students will be encouraged to walk or cycle into school, and asked to avoid taking public transport during peak times where possible. The school is encouraging parents/carers to sign up to the Routegaurd App which enables families to plan routes together, supporting young people to travel independently. Additional bike storage is also being investigated. 2. Anyone who needs to take public transport will be referred to government guidance. 3. Dedicated school buses will continue to run as previously timetabled and discussions will be held with the providers to make sure their staff: <ol style="list-style-type: none"> a. Follow hygiene rules b. Try to keep their distance from passengers where possible c. Do not work if they or a member of their household are displaying coronavirus symptoms 4. In addition, the school will work with providers, pupils and parents/carers as appropriate to ensure that, wherever possible: <ol style="list-style-type: none"> a. Hand sanitiser is available upon boarding and/or disembarking b. There is additional cleaning of vehicles c. Queuing and boarding is well organised d. Pupils practise distancing within vehicles e. Children over the age of 11 must use face coverings when using school buses or public transport 5. Parents/carers who need to drop off and pick up pupils will be told through messages and signage: <ol style="list-style-type: none"> a. The drop off and collection times b. The protocols for minimising adult to adult contact by staying in their vehicles at all times c. That only one parent/carer should attend to drop off and pick up pupils d. Not to gather at entrance gates or doors, or enter the site unless they have a pre-arranged appointment 6. Anyone wearing non-disposable face coverings when arriving to school will be expected to bring a plastic bag to keep these in during the school day. If they are using disposable face coverings, these are to be disposed of in the specially marked covered bins. 7. Pupils wearing any sort of face covering when arriving to school will wash their hands on arrival (as all pupils will), dispose of/store the covering, and wash their hands again before going to their classroom. 8. Pupils will be made aware that they must not touch the front of the covering during use or removal. 9. Children who are clinically extremely vulnerable – those being shielded should not attend school 	

10. An updated 10 minute staggered finish time has been introduced so that KS3 are dismissed from there Period 5 class at 3.20pm and KS4 at 3.30pm.

Identify hazard

Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards

Spreading infection due to touch, sneezes and coughs

Control measures

List your control measures required to reduce risk – add appropriate detail about the type and location of controls

1. Handwashing facilities will be provided in the normal locations throughout the school. In addition and to supplement the hand washing facilities sanitising stations will be positioned close to most external doors leading into buildings.
2. Everyone in school will:
 - a. Frequently wash their hands with soap and water for 20 seconds and dry thoroughly using [NHS guidelines](#), or use alcohol-based hand sanitiser to cover all parts of their hands
 - b. Clean their hands or use sanitiser on arrival, after breaks, if they change rooms, before and after eating, and after sneezing or coughing
 - c. Be encouraged not to touch their mouth, eyes and nose
 - d. Use a tissue or elbow to cough or sneeze, and use bins for tissue waste following the 'Catch It, Bin It, Kill It' hygiene guidance
3. Pupils will be encouraged to learn and practise these habits in lessons and by posters/screen displays put up around the school.
4. Help will be available for any pupils who have trouble cleaning their hands independently. Parents/carers will be encouraged to provide skin friendly cleaning wipes that can be used as an alternative.
5. Consideration will be given with regard to any pupils at school that will not be able to maintain good respiratory hygiene, such as pupils with complex needs who spit uncontrollably or use saliva as a sensory stimulant, and if there are different/additional measures we can put in place for these children and the staff who work with them.
6. Supplies for soap, hand sanitiser and tissues will be topped up regularly and monitored to make sure they are not close to running out.
7. Bins lined with plastic bags for safe disposal for tissues will be emptied throughout the day.
8. Cleaning kits will be provided in classrooms so that children who sneeze or cough without following the proper respiratory hygiene can be directed to clean up after them.
9. **Face masks must be worn at all times and in all areas except when necessarily eating and drinking.**

Identify hazard

Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards

Spreading infection through contact with coronavirus on surfaces and equipment

Control measures

List your control measures required to reduce risk – add appropriate detail about the type and location of controls

1. Cleaning staff will regularly clean frequently touched surfaces using standard and veridical cleaning products:

- a. Banisters
- b. Bathroom facilities (including taps and flush buttons)
- c. Door and window handles
- d. Light switches
- e. Fingerprint scanners
2. Pupils and parents/carers will be asked to limit the amount of equipment they bring into school each day to essentials like bags, lunch boxes, hats, coats, books, stationery and mobile phones.
3. All other areas of the school that are used by pupils and staff will be cleaned thoroughly at the end of the day or early the following morning in accordance with the cleaning contract.
4. Any resources shared between groups, such as sports, design technology, art and science equipment, will be subject to separate departmental risk assessments and will either be:
 - a. Cleaned frequently and meticulously, and always between groups using them; or
 - b. Rotated so they can be unused and out of reach for 48 hours (72 hours for plastics) between use by different groups
5. The same rules will be followed for books and other shared resources that pupils or staff take home. However, unnecessary sharing will be avoided, especially where it does not contribute to pupil education and development.
6. Individual and very frequently used equipment, like pens and pencils, will not be shared.
7. Therapy equipment, such as physiotherapy or sensory equipment, will be cleaned between each use. If this is not possible or practical, it will be:
 - a. Restricted to one user; or
 - b. Rotated so it can be unused for 48 hours (72 hours for plastics) between use by different individuals
8. The use of communal rooms, such as halls and dining areas, will be kept to absolute minimum with cleaning undertaken between different groups using them.
9. If a person with coronavirus symptoms comes into school, a deep clean will take place in the areas that the person has been in, following [decontamination guidance](#).
10. Cleaning supplies will be topped up regularly and monitored to make sure they are not close to running out.
11. Teachers will wash their hands and surfaces before and after handling pupils' books.

<u>Identify hazard</u>	Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards
Spreading infection due to excessive contact and mixing between pupils and staff in lessons	
<u>Control measures</u>	List your control measures required to reduce risk – add appropriate detail about the type and location of controls
<ol style="list-style-type: none"> 1. Pupils will be taught and reminded to maintain their distance and not touch staff or peers. 2. Pupils will be seated side-by-side and facing forwards, and unnecessary furniture will be moved out of classrooms to allow for this. 3. Lessons planned for individual work (not pairs or group work) unless group work can be done verbally and at an appropriate social distance 	

4. Minimal one-to-one feedback, use of white boards and visualisers
5. Music and Drama lessons that involve singing, chanting, shouting or playing instruments (particularly wind or brass instruments) will be subject to separate departmental risk assessments and may include:
 - a. Limiting to no more than 15 pupils
 - b. Take place outside wherever possible (if taking place inside, the space will be well ventilated).
 - c. Pupils will be positioned either back-to-back or side-to-side at an appropriate distance.
 - d. Instruments will not be shared.
 - e. Singing or instrument playing will not take place in any larger groups such as choirs or assemblies.
6. For physical activity, contact sports will be avoided. Outdoor sports will be prioritised where possible, or large indoor spaces used where it is not. Distance between pupils will be maximised as much as possible. Again these Games and PE activities will be subject to separate departmental risk assessments.
7. Staff can work across different groups in order to deliver the school timetable, but they will keep their distance from pupils and other staff as much as they can (ideally 2 metres apart). This will not always be possible, particularly when working with younger children, but close face-to-face contact will be avoided, and time spent within 1 metre will be minimised.
8. Any pupils with complex needs or who need close contact care will have the same support as normal as distancing is not possible here. Staff will be rigorous about hand washing and respiratory hygiene.
9. Supply teachers, peripatetic teachers and other temporary staff will be told to minimise contact and maintain as much distance as possible from other staff. The number of temporary staff entering the school premises will be kept to a minimum.
10. Specialists, therapists, clinicians and other support staff for pupils with SEND should provide interventions as usual. These staff will be advised to be rigorous about hand washing and respiratory hygiene.

<u>Identify hazard</u>	Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards
Spreading infection due to excessive contact and mixing between pupils and staff around and outside of the school	
<u>Control measures</u>	List your control measures required to reduce risk – add appropriate detail about the type and location of controls
<ol style="list-style-type: none"> 1. Pupils in KS3 will be kept in their tutor groups for most lessons where possible each day. Some subjects will have to be taught in different groupings but still within each year group. 2. Pupils in KS4 will continue to be taught in groups relating to the options as normal and in order to ensure they are given subject specialist teaching. 3. Staff to actively enforce through meet and greet where possible. Meet and greet also to reduce students touching door handles 4. Staff and students to use outside areas to access all classrooms where it is safe to do so 5. Signage around school to remind students of social distancing 	

6. For pupils who routinely attend other settings on a part-time basis, such as an alternative provision setting, the school will work with these other settings to work out a system to keep these pupils safe.
7. Year groups will have staggered break and lunch times. Assemblies will be kept to a minimum and will be for half year groups at a time.
8. Ball games will only be allowed on the fields when they are open in order to avoid accidents in the more confined playground and other areas where year groups will be allocated for break and lunchtimes.
9. Movement around the school site will be controlled with one way systems directed where possible.
10. Pupils will be supervised at all times to ensure mixing between groups does not occur, and they will be reminded about the rules throughout the day.
11. Rooms will be accessed directly from outside where possible, and any corridors will have one-way circulation or a divider in the form of a physical barrier, tape down the middle or directional signs to keep groups apart.
12. There will be no facility in the canteen for staff or students to sit down and eat food. The canteen and pit stop will be set up to provide the same hot and cold 'grab and go' items with separate entrances and exits in order to keep year groups separate. A 'grab and go' breakfast offering will also be available from 8.30am each morning and pupils and staff will be reminded to observe strict social distancing whilst passing through the canteen. An additional 'reval' machine has been provided in the pit stop to avoid staff having to handle cash.
13. Extra curricular activities and after-school provision will need to be limited. Pupils will need to be kept in their same year groups where possible. Where that is not possible then we will need to stick to small, consistent groups. For example, homework club and detentions will be run after school in rotation to ensure year groups do not mix. The guidance for out-of-school settings should be used when making plans – it is for clubs running during the summer holidays but you should still find it useful.
14. Pupils will be taught and reminded to use the toilet facilities and top up their water bottles during their allotted break and lunchtimes in order to avoid year group 'bubbles' being compromised.
15. Staff will be required to use staff rooms, workrooms and offices in a manner that enables social distancing to be maintained and will have to be staggered to limit occupancy to one or two staff members at any one time. Other rooms such as spare classrooms will have to be used to relieve the pressure in confined spaces.
16. Visitors to the site, such as contractors, will have guidance on physical distancing and hygiene explained to them on or before arrival. Visits will happen outside of school hours wherever possible. A record will be kept of all visitors.
17. Non-overnight domestic educational visits can take place in the same pupil groups, but only subject to a separate risk assessment that considers the coronavirus measures in place at the destination.
18. Face masks must be worn at all times and in all areas except when necessarily eating and drinking..

<u>Identify hazard</u>	Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards
Spreading infection due to the school environment	
<u>Control measures</u>	List your control measures required to reduce risk – add appropriate detail about the type and location of controls
<ol style="list-style-type: none"> 1. Checks to the premises will be carried out to make sure the school is up to health and safety standards before opening in September. 2. Fire, first aid and emergency procedures will be reviewed to make sure they can still be followed with changes to how the school space is being used. 3. Areas in use will be well ventilated by opening windows before and after lesson or using ventilation units. Doors will be propped open, where fire safety and safeguarding will not be compromised. Generally if a room is occupied then fire doors can be propped open to assist with ventilation and air flow. It is very important however to remember that as soon as a room is about to be left empty the fire doors must be closed and kept clear of all obstructions. A balance must be struck between keeping rooms warm enough that they are comfortable to work and learn in whilst also providing sufficient ventilation. In cooler weather windows should be opened just enough to provide constant background ventilation, and opened more fully during breaks to purge the air in the space. 4. The use of lifts will be avoided unless essential. 5. Bins with plastic bags for ease of disposal will be provided in classrooms and other key locations to dispose of tissues and any other waste. 6. Outdoor space will be used for exercise and breaks, and for education where possible. 7. Face masks must be worn at all times and in all areas except when necessarily eating and drinking. 	

<u>Identify hazard</u>	Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards
Spreading infection due to excessive contact and mixing in meetings	
<u>Control measures</u>	List your control measures required to reduce risk – add appropriate detail about the type and location of controls
<ol style="list-style-type: none"> 1. Where possible, all meetings will be conducted by telephone or using video conferencing. This includes meetings with staff, parents/carers, visitors and governors. 2. Where this is not possible, essential meetings will be conducted outside, or in a room large enough to allow for social distancing. 	

<u>Identify hazard</u>	Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards
Individuals vulnerable to serious infection coming into school through direct and indirect transmission of the virus	

<u>Control measures</u>	List your control measures required to reduce risk – add appropriate detail about the type and location of controls
<ol style="list-style-type: none"> 1. The school will continue to follow any shielding guidance in place to decide who should come into school. 2. Currently the expectation is that all staff and pupils are expected to come into school unless directed otherwise. 3. Staff who are clinically vulnerable or clinically extremely vulnerable and coming into school will be subject to individual risk assessments which will be completed in liaison with your line manager and the HR Officer. There may be occasions when clinically extremely vulnerable staff will be advised to stay at/work from home. 4. School to engage in regular discussions with staff regarding their level of risk and individual circumstances, respecting their views and individual levels of risk. Flexible working and working from home to be accommodated wherever possible during the period of face-to-face provision. 5. School to recognise and consider the needs and risk to particular groups, as noted in PHE advice. These include, but are not limited to: <ol style="list-style-type: none"> a. Age b. Ethnicity (BAME) - staff and students c. Underlying Health Conditions- staff and students d. Pregnancy 6. School to actively engage with staff and students who consider themselves in these groups, so that their risk is reduced, views are taken into account and reasonable adjustments are made to facilitate their work in school 7. Face masks must be worn at all times and in all areas except when necessarily eating and drinking. 	


<u>Identify hazard</u>	Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards
Emotional distress of the children	
<u>Control measures</u>	List your control measures required to reduce risk – add appropriate detail about the type and location of controls
<ol style="list-style-type: none"> 1. Children to have pastoral care initially from their form tutor supported by the Pastoral team where required 2. Appropriate teaching and reminding of the COVID 19 health and safety measures put in place for their protection 3. Appropriate pastoral curriculum to be delivered as required to support children's well-being 	

<u>Identify hazard</u>	Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards
Emotional distress of the staff – including anxiety	
<u>Control measures</u>	List your control measures required to reduce risk – add appropriate detail about the type and location of controls
<ol style="list-style-type: none"> 1. Inclusion in risk assessment process – input into hazard identification and control measures 2. Support through Occupational Health for any staff who requests it 3. Staff meetings to discuss concerns and share control measures 4. Sharing of support helplines and the provision of staff Mental Health First Aiders in school 5. Buddying staff who are particularly anxious 	


OAKLANDS CATHOLIC SCHOOL AND SIXTH FORM COLLEGE

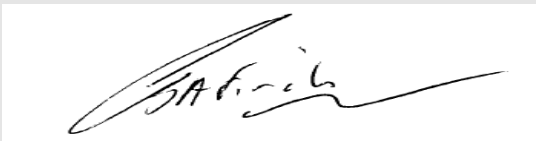
6. Social distancing to be maintained in all staffrooms, workrooms and office areas
7. Designated time that staff could use the staff room. (You do not want to turn up and be turned away because it is full).
8. Office based staff work only from their normal allocated workstations/desks, i.e. no desk sharing or hot desking to avoid any potential cross contamination of equipment

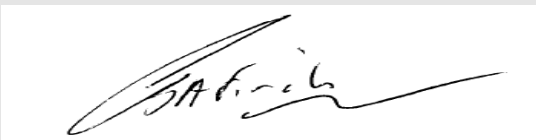
OVERALL level of risk	Consider level of risk following use of control measures HIGHLIGHT the appropriate assessment of risk	
NOT REDUCED THE OVERALL RISK	<u>REDUCED THE OVERALL RISK TO SOME DEGREE</u>	CONSIDERABLY REDUCED THE RISK
Assessor's comments	Insert comments relevant to findings as appropriate	
<p>This risk assessment has been compiled using the latest Government advice and guidance supplemented by information provided to the school. This risk assessment will be reviewed on a regular basis. HoDs and Support Managers are required to review their own departmental risk assessments and/or raise new risk assessments to cover their own departmental activities and procedures.</p>		

Name of assessor	Signature of assessor	Date
T S A FINCH		14th July 2020

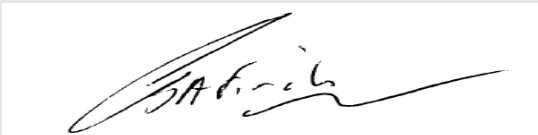
Headteacher's comments	Insert comments relevant to assessment as appropriate
<p>All staff are required to read this risk assessment and acknowledge their understanding of the hazards and appropriate control measures that should be adhered to by signing the tear off slip below and returning it to Sarah Mann in electronic form via email by Tuesday 2nd September 2020. Any member of staff who wishes to seek clarification on any element of this risk assessment should do so through their normal line management chain to SLT.</p>	

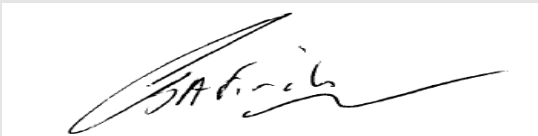
Name of headteacher	Signature of headteacher	Date
M QUINN		14th July 2020

Risk assessment review 1	
Date: 20/08/2020	
CHANGES TO CONTROLS MEASURES AND OR HAZARDS	
Minor additions to cleaning regimes and canteen procedures	
Who was involved in the Review: SLT	
Signature of those involved in the Review:	

Risk assessment review 2	
Date: 26/08/2020	
CHANGES TO CONTROLS MEASURES AND OR HAZARDS	
Addition of the wearing of face masks in corridors and communal areas.	
Who was involved in the Review: SLT	
Signature of those involved in the Review	

Risk assessment review 3	
Date 14/09/2020	
CHANGES TO CONTROLS MEASURES AND OR HAZARDS	

Hazard 2 - Amendment to and recording of the control measure to stagger the end of the School, Period 5, to 3.20pm for KS3 and 3.30pm for KS4.	
Hazard 4 – Addition of Design Technology to those departments required to show in their departmental risk assessments the control measures put in place with regard to the sharing of resources between year groups.	
Who was involved in the Review: SLT	
Signature of those involved in the Review:	

Risk assessment review 4	
Date: 4th January 2021	
CHANGES TO CONTROLS MEASURES AND OR HAZARDS	
Changes to reflect the additional guidance provided by the DfE in its updated guidance dated 30 th December 2020, including the impact of Lateral Flow Test and Trace.	
The mandated wearing of face coverings in all areas, including classrooms, at all times except when necessarily eating and drinking.	
Clarification of ventilation requirements during cooler weather.	
Who was involved in the Review: SLT	
Signature of those involved in the Review:	

Risk assessment review 5	
Date	
CHANGES TO CONTROLS MEASURES AND OR HAZARDS	
Who was involved in the Review	

Signature of those involved in the Review

Risk assessment review 6	
Date	
CHANGES TO CONTROLS MEASURES AND OR HAZARDS	
Who was involved in the Review	
Signature of those involved in the Review	

Risk assessment review 7	
Date	Fortnightly
CHANGES TO CONTROLS MEASURES AND OR HAZARDS	
Who was involved in the Review	
Signature of those involved in the Review	

Risk assessment review 8	
Date	Fortnightly
CHANGES TO CONTROLS MEASURES AND OR HAZARDS	
Who was involved in the Review	

Signature of those involved in the Review

All staff to sign as having read and understood this Risk Assessment

I confirm that I have read the above Risk assessment and understand the hazards and the control measures to be adhered to. I have taken the opportunity to seek clarification of the requirements of this risk assessment with my line manager.

Comments:

Print Name:

Date:

Signature: