

GENERAL SCHOOLS RISK ASSESSMENT	
---------------------------------	--

PART A. ASSESSMENT DETAILS:			
Area/task/activity: P.E.			
Location of activity: Primary School hall			
School name: Address & Contact details: St Peters C of E Primary Fabians Way Henfield Bn5 9PU	Name of Person(s) undertaking Assessment: A Tickle S Boghurst		
	Signature(s): A Tickle		
Head Teacher (Name): Mrs Laura Roberts	Date of Assessment: 23 rd May 2016		
Signature:	Planned Review Date: 23 rd May 2017 (Minimum 12 months)		
How communicated to staff:	Inset training		
	Date communicated to staff: 25 th May 2016		

PART B1. HAZARD IDENTIFICATION AND CONTROL MEASURES:			
Step 1 Identify significant hazards	Step 2 Identify who might be harmed and how		Step 3 identify precautionary measures already in place
List of significant hazards (something with the potential to cause harm) (1)	Who might be harmed? (2)	Type of harm (3)	Existing controls (4) (Actions already taken to control the risk)
PEOPLE			
Child welfare	Pupils,	Abuse, emotional or physical damage, choking	School safeguarding policy and acceptable and expected behaviour towards children policy for staff.
Supervision and instruction	Pupils, Staff, Adult helpers,	Mental or physical harm, accidents leading to cuts, abrasion, fractures,	- Staff are appropriately trained and sufficiently competent to teach the PE activity indoors in curriculum time. - Contractors or staff not employed directly by the school who do not have QTS status should have adequate qualifications for the activity in curriculum time. - Pupils are not left unsupervised at any time; if the teacher is called away the activity is stopped. - Staff follow regular and approved practice, - A mental risk assessment is carried out prior to lesson. - Challenging behaviour risk assessment and control measures in place - School Behaviour Management Policy

CONTEXT			
Playing surfaces – indoor	Pupils, Staff, Adult helpers,	Cuts, abrasions, bruises, fractures, bumps to head	◆ Suitable hazard free dry surface is provided for all PE activities indoors.
Clothing	Pupils, Staff, Adult helpers,	Abrasions, bruises, cuts, fractures, bumps to head	◆ Pupil's long hair is required to be tied back. ◆ Pupils are required to remove all personal effects. If they can not be removed then all personal effects must be made safe. ◆ Bare feet or black plimsolls should be used for dance and gymnastic lessons, no trainers. ◆ Pupil's wear suitable clothing for the activity. ◆ Staff wear appropriate footwear and clothing.
Equipment	Pupils, Staff, Adult helpers,	Muscle damage, struck by injuries, cuts, abrasions and fractures	The suitability of equipment should reflect pupil need and ability. ◆ Annual inspection of apparatus equipment is carried out ◆ Staff to make regular inspection of equipment in order to identify signs of wear and tear that may cause injury ◆ Pupils should experience skill on the floor before transferring them to apparatus. ◆ Pupils are given clear instruction about safe lifting techniques and how to carry apparatus and equipment and can cooperate effectively with others in the process of setting out equipment
ORGANISATION			
Contact with other persons /objects. Falls on the level or from height	Pupils, Staff, Adult helpers,	Abrasions, bruises, cuts, fractures, bumps to head, head/spinal injuries	◆ Suitable first aid provision is immediately available; paediatric first aider for foundation stage or qualified first aider for KS1 and KS2. ◆ In the event of an accident, all activity ceases immediately and school emergency procedures and policies enacted. ◆ A clear record of any incident is completed as soon as possible after the event.
Physical activity	Pupils, Staff, Adult helpers,	Muscle damage	◆ Appropriate warm-up exercises are completed at the start of the lesson. ◆ Appropriate cool down exercises at the end of the lesson. ◆ Activities are appropriate for the age, capability and size of the pupils.

Risk Rating

Please mark appropriate number (1 = very low, 5 = high) and Risk Priority Rating		
Likelihood 1 2 3 4 5	Severity 1 2 3 4 5	
Risk (Likelihood x Severity)		
Risk Rating	High (16-25)	Medium (9 – 15)
		Low (1 – 8)

I have read and understood the Risk Assessment and agree to adhere to the measures as detailed in this assessment.

Signed:

Name:

PART B: ACTION PLAN

No.	Action required	Person(s) to undertake action?	Priority	Projected time scale	Notes / comments	Date completed