



South Tyneside Council

RISK ASSESSMENT

Department: Services for Young People, Children, Adults & Families		Section: Thurston O.E.C.		Assessment No: H3	
Work Activity	Main House				
Method/Task					Risk rating, without controls <i>(see Matrix overleaf)</i>
Hazards	Slips, trips, bumps & falls Burning & scalding Finger/toe entrapment Falls from height Safeguarding Non-authorized access	Conduct in dormitories Injuries/illness Domestic cleaning Electrical equipment Fire Legionella bacteria	High	<input type="checkbox"/>	Medium
			Low	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Population Exposed	Employees:	<input checked="" type="checkbox"/>	Sub Contractors:	<input checked="" type="checkbox"/>	Public:
	Young Persons:	<input checked="" type="checkbox"/>	Special Groups:	<input checked="" type="checkbox"/>	Children:
					<input type="checkbox"/>
Control Measures (continued on separate sheet)	Group briefing on arrival at centre Continued monitoring by all responsible persons Suitable footwear worn Storage available for luggage and floors kept clear of other trip hazards Visiting leaders responsible for supervision & conduct in dormitory areas Duties carried out by group to ensure dormitories and centre clear and tidy Water temperature regulator on all hot taps and showers First aid trained staff and first aid kits available Cleaning and sickness cleaning kit available All bedding washed at 60°C Door closers on all bedroom doors prevent slamming Where possible cleaning process not whilst group present Cleaning cupboards kept locked Use of correct warning signage Continued on separate sheet				
Information Instruction Training Required	As above				
Personal Protective Measures (PPE)					

Implementation Plan		By Whom	Target Date
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Risk Rating with Controls in place	<input type="checkbox"/> HIGH	<input type="checkbox"/> MEDIUM	<input checked="" type="checkbox"/> LOW
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Monitoring and Review	Review Date	By Whom	Target Date
	<i>Jan 2022</i>	<i>Staff</i>	<i>Jan 2023</i>

Action Identified From Review	None	By Whom	Target Date
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Risk Matrix				
Likelihood		Worst Case Outcome		
		<i>Fatality</i>	<i>Major Injury</i>	<i>Minor Injury</i>
	<i>Probable</i>	HIGH	HIGH	MED.
	<i>Possible</i>	HIGH	MED	MED.
	<i>Improbable</i>	MED.	LOW	LOW

Assessment conducted by:	Signed:	Date:
Revised: January 2022 AS, AD, JH, SB, JY.		

RISK ASSESSMENT

Department: Services for Young People, Children, Adults & Families		Section: Thurston O.E.C.		Assessment No: H3 (continued)		
Work Activity	Main House					
Population Exposed	Employees:	<input checked="" type="checkbox"/>	Sub Contractors:	<input checked="" type="checkbox"/>	Public:	<input type="checkbox"/>
	Young Persons:	<input checked="" type="checkbox"/>	Special Groups:	<input checked="" type="checkbox"/>	Children:	<input checked="" type="checkbox"/>
Control Measures (Continued) Page 2	<p>All dormitory and ground floor windows are fitted with restrictors Bunk beds have mattresses lower than side guards Top bunks only used as appropriate and by suitable people Suitable bannisters in place & stairs have high visibility edges All Centre electrical equipment has regular PAT testing Safeguarding / Child Protection Policy in place Groups instructed not to have cameras in bedrooms Mobile phones collected in if appropriate Groups instructed not to go in other bedrooms Fire alarm system, Fire Risk Assessment completed and Fire Policy in place External doors secured at close of day & when Centre unoccupied Access controlled by staff Legionella risk assessment and management programme in place Changing and wash areas supervised as appropriate</p>					