



Risk Assessment Academic Year 2017 - 2018 Completed by Helen Douglas

This Risk Assessment assumes that normal educational activities are being under taken.

Likelihood

- 1 – Very Low = less than one in 100 years
- 2 – Low = between one in 10 years and one in 100 years
- 3 – Medium = between yearly and one in 10 years
- 4 – High – monthly to yearly
- 5 – Very High – Daily to monthly

Consequences

- 1 Low Hazard = Minor Injury
- 2 Medium Hazard = Major Injury
- 3 Medium / High Hazard = Multiple Injuries
- 4 High Hazard = Single fatality
- 5 Very High Hazard = Multiple Fatalities

	Likelihood	Consequences	Risk
<u>Embarking from Coach to site across courtyard</u>			
Falling from steps / trip on curb -	3	1	3
Comment – elimination / controlled measure of risk by adequate supervision of adults			
Trip on cobbled courtyard -	3	1	3
Comment – elimination / controlled measure of risk by adequate supervision of adults			
Fall from crane and bogies (climbing on mount)	2	2	4



Tenterden Station

Platform

Trip and Fall onto track -	2	4	8
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Comment – elimination / controlled measure of risk by adequate supervision of adults

Clambering on flowerbeds / fall / trip	3	1	3
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Fall between the platform and the train (when in station)	3	2	6
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Note – adults should ensure that all written and verbal instructions are adhered to

Yard Crane

Fall from crane and bogies (climbing on mount)	1	2	2
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Playground

Steps to playground – fall/ trip	2	1	3
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Falls from playground equipment	2	1	3
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Play train activity	3	1	3
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Note – safety matting has been provided

Toilets

Slipping on wet floors	4	1	4
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Comment – toilets to be cleaned the night before the visit, regular supervision of the area by station staff

Pump Trolley

Falling / trip off pump trolley	3	2	6
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Comment – elimination / controlled measure of risk by adequate supervision of adults

Picnic Benches

Fall backward off of bench	1	2	4
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Separation of child from Party	3	1	3
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Note – need for adequate communication by supervising adults.

Continued ...



**Note – all children should be wearing labels with name and school
Remedy – report to station master to announce on tannoy**

Travelling on the train

Injury through leaning out of the window of a train	3	1	3
Higher risk at passing places on route	1	3	3
Eye injury due to smoke or dust	3	1	3

Note – please adhere to notices on the train and instructions from guards

Lock self in toilet	1	0	0
Injury through catching fingers / hands in door or window	1	2	2

**Comment – elimination / controlled measure of risk by adequate supervision of adults
Door closing left to station staff**

Activities for Evacuation Week

Learning Zone

Electrocution in RAF Control Room	1	2	2
Trip / fall over wires	1	1	1

Note – KESR staff to ensure trailing wires are secure and all machines are PAT tested

Assembly points at stations

Comment – these to be staffed in order to provide supervision and organisation before boarding trains

Groups of children escorted from school party to coaches	3	1	3
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Note – because roads outside the station are public thoroughfares, escorting adults to be aware at all times of road safety

Ends ...

