

Landau Forte Academy Greenacres

MANAGEMENT OF HEALTH AND SAFETY AT WORK - ACTIVITIES - ASSESSMENT OF RISK

School

Landau Forte
Greenacres Primary

Date of
Assessment

May 2016

Names of
assessor/s

Miss D. Evans

ACTIVITY	HAZARDS	CONTROL MEASURES ALREADY IN PLACE (Legal Standards)?	A HAZARD RATING	B LIKELI HOOD	C (A x B) RISK	FURTHER ACTION REQUIRED	ACTIONE D BY	COMPLETED BY
Getting on and off a tube train	Falling onto the track or being trapped between train and platform	<ul style="list-style-type: none"> · Group will walk onto the platform with the leader in front. Group will walk along the middle of the platform away from the safety line and as close to the wall as possible. · Leader will decide on a safe place on the platform to stand - away from main groups of other travellers. The ends of the platform are usually the best and trains tend to be less full at either end. · Leader will check the board to see when the next trains are coming in - leader will decide which one they will get and tell the group. Group does not need to get the first train, especially if it is arriving as the group walks onto the platform. · As the train arrives the leader needs to position the group in front of the double doors of the train (there are 2 sets per carriage). If they realize the carriages look too full and the platform is also busy - wait for the next train. Move the group to an end of the platform where trains tend not to be so full. · If the carriage is suitable then the leader should usher the group on through the double doors - if there are seats available, then the group could sit. Otherwise the group should stand together and hold onto the safety poles 	3	2	6	Children will be talked to in advance about the need to be safe in the stations. Particular ly the platforms		

Falling onto the track or being trapped between train and platform (cont)	<ul style="list-style-type: none"> If there is a doubt about how long the doors are going to be open as the children enter or exit the train, then the leader should stand in-between the doors to stop them closing. If there is a guard, signal him or her, so the train doesn't move on. 						
Getting separated – getting on different carriages.	<ul style="list-style-type: none"> Use the double doors to enter the carriage However, if separated and on same train, staff to get eye contact with child through end carriage doors and then indicate to child when to stay put and when to get off. 	1	2	2			
Getting separated – child / children being left on the station platform	<ul style="list-style-type: none"> Children should get on the carriage first, if there is only one adult. If more than one adult – one adult gets on first and one bringing up the rear. If child is left on the platform – child should find the nearest member of station staff and present identification card. An adult from the group should leave the main group and return to station to collect child. If child is in a group with one staff member then the group should get off at the next station and return to station to collect child. 	1	2	2			
Getting separated – child / children on the train leaving adults on the platform	<ul style="list-style-type: none"> Children will be instructed to get off at the next station and wait for the group to join them on the platform. Group with adults should get the next available train and then get off at the next station to collect the child/children. If the child/ children is unsure they should contact a member of station staff and present their identification card. 	1	2	2			

HAZARD RATINGS (A)	1 = Minor Injury
	3 = Major Injury
	5 = Death

LIKELIHOOD (B)	2 = Unlikely
	4 = Occasional
	6 = Probable

RISK PRIORITY (C)	12-30 = High
	6-12 = Medium
	2-4 = Low

NOTE: If Risk (C) is over 4, further action is advisable.

Signed: _____ Date: _____