

Risk Assessment

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INSTRUCTIONS

ASSESSMENT STAGE: Complete section A1; Identify hazards using Hazard Table in section A2; Establish Control Measures to reduce risks in section A3

MONITORING STAGE: Complete section M1; Score Control Measures in section M2 using a scale of 0-10 (10 being complete compliance); State further actions required in section M3

Section A1 - Assessment Information

Assessment reference number	wksp01
Assessment date	29/10/2008
Activity / item / area	Circuits P5-S4
Person at risk	Staff / Visitors

Assessor	Sandy Colville
Review date	29/10/2009
Monitoring frequency	Daily
Authorised by	Hannah Crookes

Section A2 - Hazard Table

Degree Of Risk

High	Med	Low	
			A. Falling
	X		B. Tripping / slipping
			C. Trapping
	X		D. Flying particles
X			E. Fire / flammable atmosphere*
			F. Oxygen enrichment
			G. Collapse
			H. Overturning
	X		I. Electric shock
			J. Moving machinery parts*
			K. Moving vehicles
			L. Drowning
			M. Noise
	X		N. Substances / chemicals / fumes / dusts*
X			O. Burns
			P. Bursting / explosion risk
			Q. Vibration
			R. Oxygen depletion
			S. Protruding objects / parts
			T. Asphyxiation

Degree Of Risk

High	Med	Low	
		X	U. Handling*
			V. Respiratory
			W. Personal Health
			X. Struck by falling objects
			Y. Lone working
			Z. Violence / aggression
			AA. Stress*
			BB. Heating / ventilation
			CC. Asbestos*
		X	DD. Choking on small parts if ingested.
			EE.
			FF.
			GG.
			HH.
			II.
			JJ.
			KK.
			LL.
			MM.
			NN.

* May require further in-depth assessment, e.g. Fire, COSHH, Manual Handling. For guidance, see 'Risk Assessment Techniques' in Background Information

Section M1 - Monitoring Information

Person carrying out monitoring	Hannah Crookes
Monitoring date	Dec 11, 2008

Department / location	Education Room
Checked by	<i>AKC</i>

Section A3 - Control Measures

Full safety brief on dangers of using solder and irons.	10
Goggles to be worn at all times.	10
Size of group limited.	10
Minimum age limit of 8 years old.	9
Staff supervision ratio of maximum 1:8	9
Equipment inspected for serviceability before every use.	10
Annual electrical appliance tested	10
Food and drink prohibited in class room.	10
Personal equipment to be stored outside class room.	10
Floor space kept clear.	10
Correct fire extinguishers available at all times.	10

Section M2 - Monitoring Scores

Evaluation / score % **98**

Section M3 - Further Actions Required

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