

| Areas for Concern | Risk rating | Control Measures | Residual Risk | Responsible Persons |
|---|---------------|--|---------------|--|
| 1. Operational Considerations during Large Scale Ground Work on Site | | | | |
| 1.1 Flow of pedestrians around the site: Access and Egress | | | | |
| <p>HAZARD: Ground work site not fully fenced off WHO is at RISK: Children, staff and parents. RISK: Injury due to slips / trips / falls</p> | Medium | <ul style="list-style-type: none"> DM approval of site security fencing between active ground work site and play area / walkway Share temporary site arrangements with parents in advance including egress and access points / pick up / drop off Letter / text messages to remind parents to take care and stick to designated areas Staff to supervise as required | Low | <p>Contractor to provide plans and await sign off DM to prepare and arrange for parent information to be shared on seesaw / dojo NB to arrange text reminders SLT to allocate staff to supervise routes around the area</p> |
| 1.2 Fire Evacuation | | | | |
| <p>HAZARD: EYFS unable to evacuate quickly and safely in the event of a fire WHO is at RISK: children / staff RISK: panic in the event of a fire / injury / smoke inhalation</p> | Medium | <ul style="list-style-type: none"> Identify alternative exits and muster point as required Walk or talk through new arrangements with children as appropriate Amend Fire Evac policy / procedure / PEEPs as required Phase leaders to brief wider staff EYFS Muster Point will be on the path adjacent to the far end of the rear MUGA | Low | <p>DM / MH / PG to agree muster points MH to amend the Fire Evac plan PG to amend PEEP for JS GW to amend muster point signs in REC and Nursery Phase leaders to complete staff briefings</p> |
| 1.3 Site Security | | | | |

| Areas for Concern | Risk rating | Control Measures | Residual Risk | Responsible Persons |
|--|---------------|--|---------------|---|
| <p>HAZARD: Unattended open gate to side of Rear Playground WHO is at RISK: children RISK: children are able to walk off site / children at risk of getting lost / abduction / road traffic accident</p> | Medium | <ul style="list-style-type: none"> • Site compound relocated to within the Rear playground to reduce the need for site staff to use this exit to access and transfer stored equipment / materials to the ground work site • Deliveries to site compound will be outside of key times: arrival and drop off / play time / lunch time • Site Manager (contractor) will alert the school the day before of expected deliveries and estimated times. • Contractor will ensure that the gate is monitored and a banksman in used when deliveries are made • Staff will be made aware to check the security of the gate at the start of playtimes • Contractors will park in designated car parking spaces in staff car park and use the car park gate and zig zag path to access the ground work site and compound. | Low | <p>SN to confirm compound location with all parties SN to get assurance of requirements from contractor</p> <p>SN to identify the designated parking spaces to Contractor</p> <p>Phase Leaders to alert staff to the gate issue and remind to check as required.</p> |
| 1.4 Class access to outdoor space | | | | |
| <p>HAZARD: Insufficient Outdoor Space WHO is at RISK: children RISK: too many children in a small space leads to increased number of slips trips and falls</p> <ul style="list-style-type: none"> • No access to outdoors means that children’s ability to concentrate and be self-regulating is compromised • Equipment is lost into the compound area | Medium | <ul style="list-style-type: none"> • Year Three lunch break will be taken on the Front MUGA to reduce the number of children out at the rear • Outdoor PE lessons will take place on the Front MUGA as will outdoor sports clubs • Choice of equipment used outside is tailored to avoid balls etc going into compound • Children alerted to the dangers and reminded about making good choices. • Midday Staff made aware of the changes • Breakfast Club Sports will take place in the hall • Reception and Nursery teachers will plan a timetable of outdoor play making use of safe alternative play spaces for the duration of the work. | Low | <p>MH to inform Phase staff and Middays</p> <p>Class teachers to alert and remind children</p> <p>DM to inform Sports Coach of changes</p> <p>MH to inform Breakfast club staff of changes</p> <p>PG to ensure timetable outdoor play is in place for both nursery and reception children</p> |
| 1.5 Transfer of mud over walk ways and play areas | | | | |

| Areas for Concern | Risk rating | Control Measures | Residual Risk | Responsible Persons |
|---|---------------|--|---------------|--|
| <p>HAZARD: Mud from site is transferred to play area via large plant equipment WHO is at RISK: children / parents / staff RISK: increased risk of slips / trips / falls</p> | Medium | <ul style="list-style-type: none"> • Contractor will hose down the play areas and walk ways as required to keep them clear from mud and other debris • Relocation of site compound makes this less likely • Parents asked to take care, remain vigilant and alert staff to any concerns asap • Staff also asked to remain vigilant and alert SLT to any concerns asap • Site Directory in place for ease of communication | Low | <p>GW will check the yard daily and liaise with the contractor</p> <p>DM will alert parents</p> <p>Phase leaders will alert staff</p> <p>SN will share site directory</p> |
| 1.6 Impact on operation of Holiday Clubs | | | | |
| <p>HAZARD: Reduced space will impact on the smooth delivery of Holiday Clubs WHO is at RISK: children / parents / holiday club staff RISK: inconvenience to parents if club is cancelled</p> | Medium | <ul style="list-style-type: none"> • Provide copies of contractor risk assessments and the school risk assessment to Holiday club lead and advise on the scope of the disruption and recommend the following: • Full risk assessment to be completed by Big Local • Use of front MUGA for outdoor play • Parents informed and measures to keep pedestrians on site safe • Big Local Lead contact number added to Site Directory | Low | <p>DM to meet with Big Local Lead</p> <p>SN to add Big Local contact details to site directory</p> <p>Big Local to complete all risk assessments required before opening</p> |
| 1.7 Continuation of Enrichment Activity | | | | |
| <p>HAZARD: Reduced space will impact on the safe delivery of Bikeability WHO is at RISK: children RISK: accidents and injury due to falls from bikes caused by mud / debris / insufficient space</p> | Medium | <ul style="list-style-type: none"> • Provide sports coaches with copies of school risk assessment • Carry out a site assessment each morning • Consider relocation to the front MUGA as required • Ensure that space is free from mud and debris • Coaches to remind children about safe use of the site when on bikes | Low | <p>DM to provide copies of risk assessments</p> <p>OH to ensure site assessments are carried out daily</p> <p>OH to ensure all parties know if sessions need to be relocated</p> |

SITE MAP

