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|  | **Keeping and Handling Animals Risk Assessment (H&S Update – Aug 2017)** |  |

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| Operations/Work Activities covered by this assessment: | **KEEPING AND HANDLING ANIMALS** | | |
| Site Address/Location: |  | Department/Service/Team: |  |
| **Note:** A person specific assessment must be carried out for young persons, pregnant women and nursing mothers | | | |

| Hazards  Considered  *Step 1 (Clause 3.1)* | Who might be  harmed and how  *Step 2*  *(Clause 3.2)* | Existing Control Measures:  *Step 3*  *(Clause 3.3)* | | Risk Rating | | | | Further action *Step 3*  *Consider hierarchy of controls i.e. elimination, substitution, engineering controls, signage/warning and/or administrative controls, (PPE as a last resort)* | Actions Step 4 (Clause 3.4) | | | | Risk Rating | | | | |
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| Likelihood | Severity | Risk Rating | | who | when | | complete | Likelihood | | Severity | Risk Rating | |
| *(Name)* | *(Date)* | | *(Date)* |
| **Information and instruction** | Staff, students, visitors may experience infection, ill-health or cuts/bites. | Arrangements in place to ensure that staff receive adequate information / instruction (including the importance of hygiene) regarding the keeping and handling of animals. | |  |  |  | |  |  |  | |  |  |  | | |  |
| **Infestation/ Disease** | Staff, students, and visitors may experience potential contamination causing stomach upset resulting in sickness and diarrhoea. | Arrangements are in place to clean and disinfect cages at regular intervals by staff or children under direct supervision.  Cages are inspected on a regular basis for broken wires, protruding nails etc.  A member of staff responsible for the welfare of the animals taking into account weekend and holiday periods. | |  |  |  | |  |  |  | |  |  |  | | |  |
| **Disease** | Staff, students, visitors may experience potential contamination causing stomach upset resulting in sickness and diarrhoea. There is a risk of potential miscarriage in pregnant workers. | All animal(s) are purchased from reputable suppliers.  Arrangements are in place for staff to wipe down work surfaces if animals have been allowed on the surfaces e.g. appropriate disinfectant.  Staff and pupils instructed to wash their hands before and after contact.  Appropriate personal protective clothing/equipment available e.g. gloves, dust masks and aprons.  New and expectant mothers informed of potential dangers of infection and a specific risk assessment is produced. | |  |  |  | |  |  |  | |  |  |  | | |  |
| **Allergic Reactions** | Staff, students, visitors may experience potential contamination causing stomach upset resulting in sickness and diarrhoea. | Control measures are in place for any staff pupils who have any known allergic reactions to animals, bedding, feed (nuts). | |  |  |  | |  |  |  | |  |  |  | | |  |
| **Bites and Scratches** | Staff, students and visitors may experience cuts and infection. | Arrangements are in place for first aid e.g. to wash all animal bites and scratches and to seek medical advice if in doubt about the risk of infection.  Staff, pupils and parents are aware that dogs (except guide dogs) should not be allowed on School premises. | |  |  |  | |  |  |  | |  |  |  | | |  |
| **Disposal of Waste** | Staff, students, and visitors may experience potential contamination causing stomach upset resulting in sickness and diarrhoea. | Arrangements are in place for the correct disposal of bedding and animal waste. | |  |  |  | |  |  |  | |  |  |  | | |  |
| **Electrocution** | Staff, students and visitors may experience electric shock, burns and heart failure as a result of contact with electricity. | Electrical equipment e.g. water heaters in fish tanks, is installed in a safe and approved manner i.e. in accordance with the manufacturer's recommendations.  Electrical equipment has undergone portable appliance testing (PAT) by a 'competent' person at a maximum of two yearly intervals.  Electrical equipment is visually checked on a regular basis for damage e.g. damage to electrical leads, plugs, sockets etc.  Arrangements are in place to report defective plugs or cables. | |  |  |  | |  |  |  | |  |  |  | | |  |
| **Substances** | Staff and pupils may experience adverse ill-health as a result of exposure to hazardous substances. | COSHH assessments are produced for all hazardous cleaning materials.  When substances are not covered by COSHH, is it stored and used in accordance with the manufacturer's recommendations i.e. details contained in the data sheet. | |  |  |  | |  |  |  | |  |  |  | | |  |
| Consider if any additional hazards are created and control measures are required if this activity is undertaken in non-routine or emergency conditions | | | | | | | | | Review Date (*Step 5*) : | | | | | | | | |
| Assessors Signature: | | | Date: | | | | Authorised By: | | | | Date: | | | | | | |

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| **Risk Definitions** | |
| **Low** | Controls are adequate, no further action required, but ensure controls are monitored and any changes reassessed. |
| **Medium** | Consideration should be given as to whether the risks can be reduced using the hierarchy of control measures. Risk reduction measures should be implemented within a defined time periods. Arrangements should be made to ensure that the controls are maintained and monitored for adequacy. |
| **High** | Substantial improvements should be made to reduce the level to an acceptable level. Risk reduction measures should be implemented urgently with a defined period. Consider suspending or restricting the activity, or applying interim risks controls. Activities in this category **must** have a written method statement/safe system of work and arrangements must be made to ensure that the controls are maintained and monitored for adequacy. |

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| **Potential Severity of Harm** | High **(e.g. death or paralysis, long term serious ill health)** | Medium | High | High |
| Medium **(an injury requiring further medical assistance or is a RIDDOR incident)** | Low | Medium | High |
| Low **(minor injuries requiring first aid)** | Low | Low | Medium |
|  |  | Low  **(The event is unlikely to happen)** | Medium  **(It is fairly likely it will happen)** | High  **(It is likely to happen)** |
|  |  | Likelihood of Harm Occurring | | |