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|  | **Ponds on School Premises Risk Assessment (H&S Update – August 2017)** |  |

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| Operations/Work Activities covered by this assessment: | **Ponds on school premises** | | |
| 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)* |
| **Drowning** | Staff, pupils, contractors, visitors and members of the public may be at risk of drowning. | Unsupervised access is adequately prevented e.g. suitable fencing, barriers, mesh/grill.  Appropriate access is provided for pond dipping.  Appropriate signage in place (e.g.’ Danger – no unaccompanied children’, ‘Thin ice in winter’). | |  |  |  | |  |  |  | |  |  |  | | |  |
| **Lone Working** | There is a risk of staff not being discovered in the event of an accident. Injuries may include cuts, bumps, bruising, fractures and drowning. Injuries may be fatal. | Staff required to work in the area alone e.g. to clean the pond. If so, have appropriate precautions been taken? E.g. means of communication.  Specific lone working risk assessment to be in place.  Procedures for managing lone working are implemented e.g. communication. | |  |  |  | |  |  |  | |  |  |  | | |  |
| **First Aid and Emergency Arrangements** | In the event of an accident, injury, or emergency situation, staff, pupils and visitors may suffer as a result of inadequate first aid provision or incorrect first aid treatment. | Adequate number of first aiders and emergency first aiders available in school.  First aid kits suitably stocked and regularly checked.  First aid kits situated throughout school.  School awareness on method for contacting the emergency services.  Staff aware of what action to take in the event of an emergency.  Visual inspections are conducted of area to ensure any glass etc. is removed.  Consideration given on action to be taken in the case of insect bites/stings. | |  |  |  | |  |  |  | |  |  |  | | |  |
| **Maintenance** | Staff, pupils, contractors, visitors and members of the public may be at increased risk of an accident if area is not well maintained. Injuries may include bumps, blows, cuts, bruises, fractures and drowning. | A visual inspection will be conducted prior to activity.  Routine inspections of area will be undertaken, checks will include; signage, grills/mesh, plants/trees, walkways, pond etc.  Any damage identified will be reported and actions taken to remedy.  If damage results in the area being deemed unsafe. Activities will cease until the appropriate action has been taken. | |  |  |  | |  |  |  | |  |  |  | | |  |
| **Contamination/**  **Infection/Illness** | Staff, pupils, contractors, visitors and members of the public are at risk of infection/illness through contact with water. | Staff are aware of the causes, preventative measures and symptoms of Weil’s Disease (where rats are present).  Any open wounds (such as cuts and scratches) will be covered with waterproof plasters.  Hand hygiene is maintained.  Where necessary PPE is provided e.g. gloves. | |  |  |  | |  |  |  | |  |  |  | | |  |
| **Slips/trips and falls** | Staff, pupils, visitors, contractors and members of the public may slip, trip or fall resulting in bumps, blows, bruising and fractures. | Visual inspection of walkways and pond area to be conducted on a routine basis.  Overhanging branches/plants to be dealt with.  Suitable footwear must be worn in this area.  Consideration to be given to the weather when conducting curriculum tasks and maintenance in this area. | |  |  |  | |  |  |  | |  |  |  | | |  |
| 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 | | |