

MAVISBANK SCHOOL

Risk Assessment - Premises

The Head Teacher is the school Health & Safety Co-ordinator.

THE Head Teacher works in conjunction to enforce N.L.C. Health & safety at Work Guidelines.

1. Evacuation Procedures/Contingency plan - adhered to and monitored on regular basis.
2. School grounds enclosed within perimeter fencing.
3. Door entry system in place and operate in line with N.L.C. guidelines.
4. Internal Door entry system in place with Keypad system - codes only given out to PERMANENT STAFF MEMBERS.
5. School cleaning staff use only cleaning equipment and materials supplied and approved by N.L.C.
6. Visitor/workmen sign in/out as required by NLC guidelines. Classroom staff are responsible for checking toys/materials on a regular basis ensuring no broken or damaged equipment, toys are in use.
Any potentially dangerous materials are stored carefully under lock and key.
7. All pupils are Risk Assessed for Moving & Handling.
8. All staff are trained/updated in Moving & Handling techniques.
9. All appropriate slings, hoists, slide sheets recommended for each child are purchased to ensure H & S of children and staff.
10. All accidents/incidents are recorded and dealt with in the appropriate manner.

Reviewed by John Lochrie, Eileen McDonnell July 2015

Date of next review: July 2018