

Classrooms: risk assessment

Use the form below to complete your risk assessment. It's based on a template from the [Health and Safety Executive \(HSE\)](#) .

List all potential hazards you can think of, such as:

- › Furniture and fixings breaking or falling
- › Improper use of computers and other display equipment
- › Dangerous electronic equipment and services
- › Asbestos
- › Poor ventilation and temperature regulation
- › Pupils injuring each other or going missing when unsupervised
- › Injuries from sharp equipment (e.g. scissors, paper cutters)
- › Poor hygiene due to low cleanliness
- › Hazardous substances kept in classrooms
- › Medical incidents and emergencies

This list is adapted from the HSE's [classroom checklist](#).

Take a look at our example from page 3 onwards to get some ideas of potential hazards and possible control measures.

Risk assessment template

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HAZARD	WHO MIGHT BE HARMED AND HOW?	WHAT ARE YOU DOING ALREADY?	DO YOU NEED TO DO ANYTHING ELSE TO CONTROL THIS RISK?	ACTION: WHO?	ACTION: WHEN?	DONE
Handling the horses.	Staff, students and volunteers.	Promoting safety precautions when handling animals such as wearing hats and gloves, as well as teaching the correct way to handle a horse.		Angel Brooks		
Manual handling of equipment	Staff, students and volunteers.	Teaching the correct way to use tools without harming yourself or others.		Angel Brooks		
Electric fencing to keep animals in field.	Staff, students and volunteers.	Students will be warned of the dangers of electric fencing and only staff will touch the fencing to avoid harm to students.		Angel Brooks		
Ramp to muck heap	Staff, students and volunteers.	Students will not be allowed to go up the ramp unsupervised.	Salt on the ramp when there is a layer of ice.	Angel Brooks	When necessary.	
Step into the cabin.	Staff, students and volunteers.	There is a slight step into the cabin, students and staff will be warned when entering the cabin.		Angel Brooks		
Slips and trips	Staff, students and volunteers.	Pupils are instructed to keep chairs tucked away when not sitting on them Coats and bags are placed on hooks, not left on floor. Gangways are kept clear of objects.		Angel Brooks		

HAZARD	WHO MIGHT BE HARMED AND HOW?	WHAT ARE YOU DOING ALREADY?	DO YOU NEED TO DO ANYTHING ELSE TO CONTROL THIS RISK?	ACTION: WHO?	ACTION: WHEN?	DONE
Falls from height	Staff, students and volunteers.	Chairs and desks aren't used to stand on for any activity.	Step ladders with an 'elephant foot' to be provided for any work at height.	Angel Brooks	When necessary.	
Fires	Staff, pupils and volunteers can be subject to burns, smoke inhalation and face serious injuries or death	<p>Fire risk assessment carried out and reviewed regularly.</p> <p>Regular checks on the site that emergency exits and firefighting equipment are unobstructed and functioning.</p> <p>Staff are trained to follow the evacuation procedure.</p> <p>Smoke detectors checked regularly.</p>		Angel Brooks		
Gas heater	Potential fire hazard to students, staff and volunteers	<p>Only to be operated by staff members, kept at a safe distance from students</p> <p>Fire blanket kept in classroom in case of fire and classroom kept well ventilated.</p>		Angel Brooks	When necessary	
Camping stove	Potential fire hazard to students, staff and volunteers	Only to be operated by staff members, kept at a safe distance from students. Always operated outside the classroom away from students and animals.		Angel Brooks		

