

General Site Risk Assessment Guidance

(Revised January 2016)



Likelihood (L)	1 = Low (Unlikely)	2 = Medium (Possible)	3 = High (Probable)
Severity (S)	1 = Slight (Up to 3 days off work)	2 = Serious (More than 3 days off work)	3 = Major (Death or Major injury)
Risk (R) (Calculated L x S)	1 - 3 = Low	2 - 6 = Medium	7 - 9 High

Activity/Element	Potential Hazards	Person at Risk	Initial			Control Measures	Modified			Action Taken
			L	S	R		L	S	R	
Delivery to site including General Site access routes	<ul style="list-style-type: none"> Vehicle movements Trips, slip and fall hazards 	Company staff. Site staff Public	2	2	4	<ul style="list-style-type: none"> Agree vehicle and access routes with site staff Use help or extra staff to guide vehicle when required Do not enter working areas and walkways unless free from obstructions, eg. Stored material, waste, etcetera Tread carefully, checking ground ahead Wear steel toe capped boots, hi-vis jacket or waistcoat 	1	2	2	Company staff, and site staff if necessary
General material movement and storage	<ul style="list-style-type: none"> Risk of back and muscle or other injury Trapping of hands Impact crushing injuries Fractures to feet Slips, trips and falls Obstruction in walkways/routes Falling or dropping Insecure stacking or leaning of The Playhouse Company components 	Company staff	2	2	4	<ul style="list-style-type: none"> Care to be taken to plan route by which all components are to be carried and that it is clear of people and obstacles Ensure items are removed from vehicle sequentially Panels r section larger than 1.2m square to be carried by 2 people if present. If carried by one person, care to be taken to ensure the route is clear of people and obstacles All sections and components to be laid on the ground or stacked securely within the direct area of the site. Suitable carry gloves and safety boots to be provided 	1	1	1	Company staff

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			L	S	R		L	S	R	
General control of harmful substances	<ul style="list-style-type: none"> Solvent based paints, glue and silicon may be required for the construction of a product which can be irritant and harmful if consumed 	Company staff	1	2	2	<ul style="list-style-type: none"> Ensure substances are carried only along the agreed route. To be used only by The Playhouse Company staff To be stored at all times within the designated site and away from the perimeter 	1	1	1	Company staff
General housekeeping of the site	<ul style="list-style-type: none"> Slips, trips and falls Discarded materials and waste Materials poorly stored and or untidy Work areas not maintained Poorly lighted work area Inappropriate footwear and clothing 	Company staff Site staff	2	2	4	<ul style="list-style-type: none"> Keep the area organised and tidy at all times Waste to be immediately placed in waste containers/receptacles Store all materials securely and tidy Ensure all work areas are properly lit Wear appropriate footwear and clothing to prevent or inhibit movement 	1	1	1	Company staff
Manuel handling operations	<ul style="list-style-type: none"> Risk of back and muscle or other injury Trapping go hands Impact crushing injuries Fractures to feet Slips, trips and falls Obstructions in walkways and routes 	Company staff	3	2	6	<ul style="list-style-type: none"> Training to be given for safe lifting and handling Factors to be considered when lifting Seek assistance if too heavy Ensure any electrical equipment is disconnected prior to moving Always check the environment where the object is to be positioned Check all access routes are clear 	1	1	1	Company staff

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			L	S	R		L	S	R	
General use of electrical equipment	<ul style="list-style-type: none"> • Electric shock • Electrocutation • Use of portable equipment • Contact with sharp cutting equipment • Manuel handling injuries • Contact with water or moisture • Damaged equipment • Loose wires • Overloaded circuits • Short circuits 	Company staff	2	3	6	<ul style="list-style-type: none"> • Use battery powered tools wherever possible • Regular PAT & inspection of portable appliances • Equipment to be checked before use • Only staff trained in use of equipment to use it • Use in accordance with supplier guidelines • Protective equipment supplied • Staff trained in lifting and handling • Where damage presents a risk of injury, the equipment should not be used 	1	3	3	Company staff
Delivery vehicles driving onto delivery site. Unloading vehicles	<ul style="list-style-type: none"> • Delivery vehicle • Insecure loads • Collision with persons and or objects • Collision with other vehicles • Adverse weather conditions • Trapping of hands • Impact crushing injuries • Fractures to feet • Slips, trips and falls • Death or major injury 	Company staff. Site staff	3	3	9	<ul style="list-style-type: none"> • Check the load is stable and secure • Before removing ropes etc. check the load will not move • Keep bystanders and passers-by away from the vehicle during unloading operations • Safety footwear to be worn by persons unloading • Ensure that pedestrians are kept clear from vehicles when reversing • Where possible, avoid the need for reversing onto site • Where possible, avoid the need to reverse back onto the public highway 	1	2	2	Company staff

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			L	S	R		L	S	R	
Hand excavation	<ul style="list-style-type: none"> Contact with underground services Manual handling injuries Risk of weils disease 	Company staff	1	2	2	<ul style="list-style-type: none"> Consider the site carefully looking at layout of drains, external lights and features etc. Careful hand digging to avoid contact with underground services Wear suitable PPE, steel toe capped boots and hi-vis jacket or waistcoat Keep excavations clear of water Do not make excessive excavations and do not use mechanical digging equipment Clean hands once work is complete and before eating, drinking or smoking Washing facilities provided 	1	1	1	Company staff
Site work	<ul style="list-style-type: none"> General hazards when visiting construction sites All the hazards as identified within this risk assessment 	Company staff Site staff	2	3	6	<ul style="list-style-type: none"> Enter the site through the designated entrance/access route 	1	1	1	Company staff
Working at height	<ul style="list-style-type: none"> Falling from height Falling materials from height Bone fracture Concussion Flesh wound Impact injuries 	Company staff	1	2	2	<ul style="list-style-type: none"> Use only suitable equipment Ensure it is set up on safe secure ground Test stability prior to climbing steps Seek assistance to steady equipment if required 	1	1	1	Company staff
Use of hand tools	<ul style="list-style-type: none"> Cuts and abrasions Impact injuries Eye injuries Foot injuries 	Company staff	1	2	2	<ul style="list-style-type: none"> Site of works to be kept neat and tidy at all times Appropriate PPE, steel toe capped boots, gloves, hi-vis jacket or waistcoat and eye protection to be worn 	1	1	1	Company staff

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			L	S	R		L	S	R	
Dis-assembling and moving products	<ul style="list-style-type: none"> Cuts and abrasions Falling from height Risk of back and muscle or other injury Trapping of hands Impact crushing injuries Fractures to feet Slips, trips and falls Obstruction in walkways and route Falling or dropping Insecure stacking or leaning of playhouse components 	Company staff Site staff Public	2	2	4	<ul style="list-style-type: none"> Care to be taken to plan route by which all components are to be carried and that it is clear of people and obstacles Panels or section larger than 1.2 square to be carried by 2 people if present. If carried by one-person caste to be taken to ensure the route is clear of people and obstacles All sections and components to be laid on the ground or stacked securely within the direct area of the site Suitable carrying gloves and steel toe capped boots to be provided Take care of removal of screws and transport them carefully in a container to the new location Ensure old site is completely clear before leaving 	1	1	1	Company staff