| **Hazards** | **Is the hazard present?**  **Y/N** | **What is the risk?** | **Risk rating**  **H = High**  **M = Medium L = Low** | **Control measures** | **Is this control in place?**  **Y/N** | **If no, what actions are required to implement the control?** | **Person responsible** | **Date action completed** |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Obstructed access/ egress  Damaged flooring |  | Slips, trips and falls | H | Walkways and fire exit routes kept free from obstruction.  [**See Slips, Trips and Falls - Template No. 12**](https://www.hsa.ie/eng/education/managing_safety_and_health_in_schools/new_guidelines_files/ms_word_files/slips-trips-and-falls-_general_-no-12.docx) |  |  |  |  |
| H | Students’ belongings, project materials, teaching materials etc. are stored safely |
| H | Damaged flooring likely to cause trip hazard repaired or replaced |
| Accessing high windows  Accessing overhead areas, e.g. storage areas,  overhead projector |  | Injury due to over reaching | M | A window pole or step ladder is used to open windows at height that do not have opening mechanism at ground level |  |  |  |  |
| Falls |  | Goods are stored safely and are easily accessible |
| Use of sewing machine |  | Puncture wounds | L | Students instructed on safe use of sewing machine and correct storage of needles |  |  |  |  |
| Inadequate first-aid provisions |  | Delayed treatment of injuries | M | There is an appropriately stocked first-aid kit in the Home Economics room, under teacher supervision |  |  |  |  |
| M | Details of trained first-aider is available to all staff and students.  [**See First-Aid - Template No. 21**](https://www.hsa.ie/eng/education/managing_safety_and_health_in_schools/new_guidelines_files/ms_word_files/first-aid-_general_–no-21.docx) |
| Exposure to hazardous cleaning chemicals |  | Dermatitis/ allergy | H | Non-hazardous cleaning chemicals are used, where possible  Personal protective equipment (PPE) is provided and used where necessary  The room is appropriately ventilated  [**See Canteen (Working with Chemical Products)**](https://www.hsa.ie/eng/education/managing_safety_and_health_in_schools/new_guidelines_files/ms_word_files/canteen-_working-with-chemical-products_–no-5.docx)  [**- Template No. 5**](https://www.hsa.ie/eng/education/managing_safety_and_health_in_schools/new_guidelines_files/Canteen-_Working-with-Chemical-Products_%E2%80%93No-5.pdf) |  |  |  |  |
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| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Gas |  | Fire  Explosion | H | Teachers are aware of location of main gas shut off point |  |  |  |  |
| Gas is shut off when room not in use |
| A gas leak detection system is in place and serviced as required |
| Fire |  | Burns  Smoke inhalation  Death | H | A fire blanket is located close to potential sources of fire, e.g. toaster |  |  |  |  |
| A fire detection system is in place |
| Washer and dryer is not left on overnight |
| Lint is removed from dryer regularly |
| All teachers are aware of how to raise the alarm and contact the emergency services |
| Teachers and students are informed about evacuation procedures from home economics room and participate in fire drills |
| Biological Agents |  | Food poisoning/ illness | H | All staff/students are aware of good hand hygiene practices  Foods are stored appropriately, e.g. uncooked meats separated from cooked  Designated preparation areas are used for different food, e.g. raw meat, seafood etc.  Equipment, utensils and surfaces are kept in clean condition with a cleaning schedule in place |  |  |  |  |

If there is one or more **High Risk (H)** actions needed, then the risk of injury could be high and immediate action should be taken.

**Medium Risk (M)** actions should be dealt with as soon as possible. **Low Risk (L)** actions should be dealt with as soon as practicable.

Risk Assessment carried out by: Date: / /

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