

General School Risk Assessments - No.23 Car Park and External Areas (List additional hazards, risks and controls particular to your school using the blank template no.69)

Hazards	Is the hazard present? Y/N	What is the risk?	Risk rating H = High M = Medium L = Low	Controls (When all controls are in place risk will be reduced).	Is this control in place?	Action/to do list/outstanding controls *Risk rating applies to outstanding controls outlined in this column	Person responsible	Signature and date completed
Poor lighting		Slips, trips, falls	H	External lighting is adequate and is switched on when evening events are planned such as concerts, parent/teacher meetings, hall used by clubs or societies				
Holes/damaged surfaces		Slips, trips, falls	H	Car park surface and other external areas are checked on a weekly basis for broken glass, hazardous conditions and pot holes				
Contact with broken glass		Cuts	M	Broken glass should be removed. Replacement glass should be installed in buildings at the earliest opportunity				
Slippery walkways due to Ice		Slips, trips, falls	M	Grit or salt available for walkways which are prone to ice				
			M	Caretaker applies salt or grit in icy weather				
Person being struck by vehicle		Injury due to person being struck by vehicle	H	Traffic management system should be in place				
			H	Pedestrian routes/parking areas are clearly marked and appropriate signs in place. Controls in place around appropriate times for visiting vehicles deliveries and collections				
			M	Assembly points for emergency evacuations are clearly marked and are not located in an area likely to be required by the emergency services				
Poorly identified steps and stairways		Slips, trips, falls	H	Steps and stairways are adequately lit and clearly marked/highlighted				

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Hazards	Is the hazard present? Y/N	What is the risk?	Risk rating H = High M = Medium L = Low	Controls (When all controls are in place risk will be reduced).	Is this control in place?	Action/to do list/outstanding controls *Risk rating applies to outstanding controls outlined in this column	Person responsible	Signature and date completed
Lack of handrails on steps		Slips, trips, falls	H	All steps have handrail on one side where necessary				
Unguarded edges		Falls	H	Where necessary all drops or platforms have fencing/guarding to prevent falls				
Unfenced ditches or streams		Drowning	H	Access to rivers, streams or ditches running on or adjacent to school property are adequately fenced off				

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: / /