General School - No.15. General Access/Egress (List additional hazards, risks and controls particular to your school using the blank template no.55)

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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 when action completed |
| Poor lighting on access/ egress routes (inside and outside) |  | Delayed escape in event of a fire or other emergency | H | Adequate lighting at entrance/exit (inside and out) |  |  |  |  |
| H | Fire exits clearly marked |
| Trip hazards including mats, broken |  | Trips, slips and falls | H | No trip hazards on entrance/exit routes or on walk ways |  |  |  |  |
| tiles, holes in |  |  |  |
| floor, trailing |  |  |  |
| cables |  |  |  |
| Doors with broken handles or glass |  | Hand injuries | H | Doors checked and repaired when necessary |  |  |  |  |
| H | Broken glass removed and disposed of safely |
| Doors which require excessive force to  open or close |  | Person being hit by the door  Hand injuries | H | Operation of fire doors checked - See‘General School Risk Assessments  - No. 12 Fire (general classrooms and offices)’ |  |  |  |  |
| M | Automatic closure mechanisms set so as not to cause hands to be trapped |
|  |  | M | Excessive force not required to open doors taking into account mobility impaired users |
|  |  |  |  |  |  |  |  |  |

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: / / © All Rights Reserved