

**Fire (Specialist Rooms) - Risk Assessment Template No.18 (List additional hazards, risks and controls particular to your school using Template No.74)**

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
Improper storage of solvents and flammable materials Gas cylinders, Electrical faults Hot works Housekeeping		Fire causing death or injury Asphyxiation Explosion	H	Solvents or other highly flammable materials stored in metal cabinets Flammable chemicals stored in fire safety storage cabinets and quantities kept to a minimum Safety Data Sheets (SDS) are readily available for all hazardous chemicals Users and staff who may come into contact with chemicals are aware of the hazards and precautions that must be taken when using chemical products All users and relevant personnel must have access to the SDS Students are instructed and supervised, e.g. students are instructed on the safe use of Bunsen burner, and supervised All hazardous chemical products are labelled correctly in line with the Classification, Packaging and Labelling (CPL) Regulations, and stored safely in accordance with SDS requirements Combustible materials must be stored in appropriate conditions as per manufacturer's storage guidelines				
Incorrect disposal of hazardous chemicals		Environmental contamination Chemicals being used outside the manufacturer's specifications	H M	Correct disposal procedures are in place for chemical waste Checks undertaken at regular intervals, for the purposes of disposal of out-of-date chemicals Chemicals are disposed of in accordance with the SDS and the Local Authority				

**Fire (Specialist Rooms) – Risk Assessment Template No.18 – cont'd. (List additional hazards, risks and controls particular to your school using Template No.74)**

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
Disposal of waste materials			H	Waste materials are cleared away after each class				
				Incompatible material is segregated, stored safely and waste is disposed of appropriately				
				All waste must be disposed of by an appropriate waste disposal company, and in accordance with Local Authority requirements				
Fire		Fire causing death or injury	H	An appropriate fire extinguisher(s) is in place, suitable for the fire type and serviced annually (at least 1 x 5 kg CO2 extinguisher)				
				Volumes of chemicals are kept to a minimum				
				All teachers know how to raise the alarm and contact the emergency services				
				All fire doors are marked with 'Fire door, keep closed' safety sign				
Restricted access/ egress		Delays in exiting building safely in the event of a fire	H	Fire exit doors checked weekly to ensure they open and close properly				
				Exit routes kept free from obstruction				
				A school emergency evacuation plan has been developed which covers all areas, processes and identifies those who may be at special risk e.g. people with a visual impairment, or those working in noisy environments. This plan has been brought to the attention of school users on a regular basis				
		Smoke inhalation						
		Burn's						

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.

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**Risk Assessment carried out by:** \_\_\_\_\_

**Date:**    /    /