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| **Department:** | **Service:** | | **Reference:** | |
| **Activity:*****Break period involving outdoor free play*** | | **Site:** | | |
| **People at Risk:*****Children, teachers and non-teaching staff*** | | **Additional Information:** | | |
| **Name of Person Completing Form: Job Title: Date:** | | | | **Review Date:** |

| **Hazard** | **Risk** | **Initial Rating**  **L, M, H** | **Existing Control Measures** | **Final Rating**  **L, M, H** | **Additional Action Required**  **(action by whom and completion date – use separate Action Plan if necessary)** |
| --- | --- | --- | --- | --- | --- |
| ***Collisions involving people or buildings*** | ***Injuries arising from collisions*** | *H* | ***Play is appropriately supervised taking into account the age of the pupils and the condition and layout of the play areas.***  ***All areas are clearly visible for supervision purposes.***  ***Children are kept away from buildings by supervision.***  ***Spaces nominated as safe for running and energetic activities are free from obstructions.***  ***Inappropriate behaviour is banned.*** | *M* |  |
| ***Defective playground*** | ***Injuries arising from slips, trips & falls*** | *H* | ***Defect reporting procedure with Property Services are followed.***  ***Playgrounds are maintained free from surface gravel.*** | *M* |  |
| ***Inclined play surface*** | ***Injuries arising from slips, trips and falls and collisions with walls and fences*** | *H* | ***Ground graphics are drawn across the incline to reduce risk of losing control whilst running during play*** | *M* |  |
| ***Blocked drainage kerbs*** | ***Floods and contamination*** | *M* | ***Safety kerbs are cleaned as necessary by the caretaker.***  ***Property Services defect reporting procedures are followed.*** | *L* |  |
| ***Snow and ice on playground*** | ***Injuries arising from slips, trips and falls*** | *H* | ***The Headteacher should make a decision before break or lunchtime as to whether the children are allowed to play outside.***  ***Each school has a gritting policy.*** | *M* |  |
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