Cambois Primary school

Tool risk assessment form

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| **Site location** | Forest school site campfire | **Date of last assessment** | 16/9/18 | **Date of new risk assessment** | 11/3/18 |

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| **Activity/ Situation** | Using tools in the Forest school |

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| **Leader** | Clare-louise Fawcett |

How to use this form:  
1. Identify potential hazards e.g. walking on roads, sunburn, getting lost, injuries.  
2. Identify those at risk e.g. pupils, volunteers, leaders and supporters.  
3. Identify potential outcome and its likelihood and give numerical value. Add your two values to arrive at your risk rating.

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| Hazards identified  (NOTE: any serious and imminent danger will need procedure | Person/s at risk | Potential outcome | Likelihood/ probability | Risk rating | Risk L/M/H |
| 1. Cutting skin with saw/ bill hook/ sheath knife. | L,OA, P | 2 | 1 | 3 | L |
| 1. Splinters | L,OA, P | 1 | 1 | 2 | L |
| 1. Tripping whilst carrying tool causing injury. | L,OA, P | 2 | 1 | 3 | L |
| 1. Hitting hand with mallet/ hammer/ bill hook. | L,OA, P | 2 | 1 | 3 | L |
| 1. Using blunt tools. | L,OA, P | 2 | 1 | 3 | L |
| 1. Standing on/ tripping over tools left on the floor. | L,OA, P | 2 | 1 | 3 | L |
| 1. Injury through incorrect storage/ access to equipment. | L,OA, P | 2 | 1 | 3 | L |

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|  | Person at risk |
| L | Leader |
| OA | Other adults |
| P | Pupils |
| I | Instructor |
| PV | Public visitor |

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| Potential outcome | Numerical value |
| Minor injury | 1 |
| Injury needing medical attention | 2 |
| Injury off work/ school | 3 |
| Serious injury long term illness | 4 |
| Fatality | 5 |

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|  | Risk rating |
| 1-5 | Low |
| 6-12 | Medium |
| 12+ | High |

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| Likelihood/ probability | Numerical value |
| Unlikely | 1 |
| Low possibility | 2 |
| Possible | 3 |
| Probable | 4 |

**Risk Assessment action Plan:**

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| **Activity/ Situation/ Hazard** | **Control Measure** |
| 1. Cutting skin with saw/ bill hook/ sheath knife. | Tool talk delivered prior to each session to ensure correct use of equipment and stance when using tools.  Protective gloves worn whilst using equipment.  Tools used under close observation of leader.  Qualified first aider on site.  First aid kit to hand. |
| 1. Splinters | Protective gloves worn whist using equipment.  First aid kit to hand. |
| 1. Tripping whilst carrying tool causing injury. | Tool talk delivered prior to each session to ensure correct use of equipment and stance when using tools.  Protective gloves worn whilst using equipment.  Tools used under close observation of leader.  Qualified first aider on site.  First aid kit to hand. |
| 1. Hitting hand with mallet/ hammer/ bill hook. | Leader ensures throughout preparation that tools are on site ready for activity.  Each person is aware of any uneven ground/ hazards nearby.  Tool talk delivered prior to each session to ensure correct method for carrying tools.  Qualified first aider on site.  First aid kit to hand. |
| 1. Using blunt tools. | Tools are maintained, cleaned and sharpened.  Leader removes unsuitable tools from the site when necessary.  Tools used under close observation of leader.  Qualified first aider on site.  First hand kit to hand. |
| 1. Standing on/ tripping over tools left on the floor. | Tool talk delivered prior to each session to ensure correct use of equipment and storage of tools at the end of the session.  Leader assesses site throughout the session.  Tools used under close observation of leader.  First aid kit to hand. |
| 1. Injury through incorrect storage/ access to equipment. | Tool talk delivered prior to each session to ensure correct use of equipment and storage of tools at the end of the session.  Leader assesses site throughout the session.  Tools used under close observation of leader.  First aid kit to hand.  Qualified first aider on site. |

Assessment and Action Plan prepared by: Clare-louise Fawcett

Date: 11.3.18

Next assessment due: Summer 2020