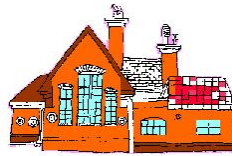


SURLINGHAM PRIMARY SCHOOL

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Risk Assessment in Physical Education Surlingham Community Primary School

Work Area – Hewett Swimming Pool

Hewett High School is responsible for following NCC guidelines in providing hazard free swimming pool facilities eg. Clean water, non-slip floor, safety equipment and safety signs.

Surlingham uses an NCC approved swimming instructor who is primarily responsible for the safe organisation, and planning of the swimming lesson itself. Surlingham staff are responsible for pupils' safety on the journey to the pool, in the changing rooms and are to be directed by the swimming instructor for support to pupils during the lesson. They are not expected to enter the water, nor be responsible for pupils whom the swimming instructor considers capable of swimming out of their depth.

Additional remedial actions needed are outlined below

Hazards that may affect people. Risk (HML) : Probability of occurrence/ Potential seriousness	People who are at risk from identified hazard	Measures already in place	Further Action necessary	Outcome
Boarding the coach (L/H)	Pupils getting on/off coach	Appropriate no. of staff, who are actively involved in monitoring the conduct and safety of the pupils at all times	No	L
Travel sickness on journey	Pupils/staff	People identified who may	No	L

(L/L)		be travel sick and sit them near front of coach		
Accident on journey to pool (L/H)	Pupils/staff	School uses reputable coach company At least one member of staff has first aid training	Ensure that staff first aid training is updated appropriately. (H/T)	L
Delay on journey (M/L)	Pupils	Staff to carry mobile for use in the event of a delay of more than 15 mins	Regular check that mobile is charged (S)	L
Facilities at pool: Swing doors from changing room to pool (L/M)	Pupils/staff	Appropriate no. of staff who are actively involved in monitoring the conduct and safety of the pupils at all times	No	L
Disquiet with conduct of lesson (L/H)	staff	Making known their concerns	Regular monitoring and further advice sought (PE subject leader/ HT)	L
Effects of exercise in water (L/M)	Pupils with specific problems All pupils	Staff aware of specific problems of any child needing inhaler. Staff ensure that children dry themselves properly and have adequate clothing for the journey to pool.		L

Work Area – Surlingham Parish Hall

Surlingham Parish Council provides a facility for use by the general public and as such is responsible for ensuring that public liability regulations are complied with. Use by Surlingham pupils of the hall for PE is the responsibility of the school staff.

Additional remedial actions needed are outlined below

Hazards that may affect people. Risk (HML) Probability of occurrence/potential seriousness	People who are risk from identified hazard	Measures already in place	Further action necessary	Outcome
Slope/doors to hall (M/H)	Pupils/staff	Orderly movement to/from work area	No	L
Hall floor splinters, protruding nails (M/L)	Pupils	Pupils to wear footwear for PE Pupils to use mats for floorwork	Request to Parish Council that floor be regularly checked for loose floorboards/nails	L
Hall fittings eg. fireguards (H/M) lights (L/M) stage steps (M/H) windows (M/H), picture frames ((M/H), piano (H/M)	Pupils	An appropriate lesson plan recognising the limitations of the hall as a PE work area Adequate class control	No	L
Distance from main building (H/L)	Pupils/staff	Have radio	No	L

Work Area – School field

Hazards that may affect people. Risk (HML) Probability of occurrence/potential seriousness	People who are risk from identified hazard	Measures already in place	Further action necessary	Outcome
Narrow gate to field from school yard (H/M)	Pupils/staff	Orderly movement to/from work area	No	L

2 entrance/exit gates (H/H)	Pupils	Class organisation and management	No	L
Long jump pit edges (M/M)	Pupils - unsupervised	Class organisation and management Grounds maintenance team to refurbish edges (03/07)	Annual review by PE subject leader	
Long jump pit sand (M/H)	Pupils	Check for animal faeces and other hazards eg. Stones, sticks, glass, before use	Review sand requirements (PE subject leader)	L
Field surface – mole hills, ruts (M/H)	Pupils/staff	Request to grounds maintenance team to make good (03/07)	Regular review by PE subject leader/ reports from other staff	
Lack of shade (H/H)	Pupils/staff	An appropriate lesson plan for hot weather	No	L
Size of area / distance from main building (H/M)	Pupils/staff	Class organisation and management. Staff to have radio	No	L

Work Area – Playground

Hazards that may affect people. Risk (HML) Probability of occurrence//potential seriousness	People who are risk from identified hazard	Measures already in place	Further action necessary	Outcome
Windows (M/H)	Pupils	An appropriate lesson	No	L

Other playground features eg maypole, fences, walls (M/M)		plan recognising the limitations of the playground as a PE work area . Class organisation and management		
Open to public gaze (L/H)	Pupils	Staff to be aware of unacceptable behaviour by the public	No	L

Risk assessment in Physical Education : Issues for General Consideration

Surlingham Community Primary School

Hazards that may affect people. Risk (HML) Probability of occurrence/potential seriousness	People who are risk from identified hazard	Measures already in place	Further action necessary	Outcome
Sporting activities away from school premises -supervision of pupils (M/H)	Pupils	Visits made in accordance to NCC guidelines. Parents in attendance for after school activities	Individual risk assessment to be undertaken for venues/transport eg FEHS	L
Clothing: 1. appropriate change of clothes for PE (M/L) 2. Embarrassment (H/L)	Pupils	Guidance given by school 2. Some privacy afforded to older girls	Review and formalise	L
Jewellery (M/M)	Pupils	Guidance given by school	Review and formalise	L
Medical conditions (M/H)	Specific Pupils	Guidance given by carers. An appropriately		L

		differentiated lesson plan recognising pupils difficulties and using TA support where available		
Injury (H/M)	Pupils/staff	An appropriately differentiated lesson plan following guidelines by sporting bodies, written schemes of work, NCC. Class organisation and management. Use of TA support where available. Guidance given about protective devices eg mouth guards, shin pads. Staff with current First aid certificates. First aid equipment well resourced.	Regular check of First Aid boxes	L
Teaching : position, warm up, activities (L/M)	Pupils	An appropriately differentiated lesson plan, delivered from an observation point and following guidelines by sporting bodies and NCC. Use of TA support where available		L
PE Equipment: 1. Use (H/LMH) 1. Carrying (L/M) 2. Storage (L/M) 3. Accessibility (H/L)	Pupils/staff	1. Staff choose equipment suitable for activity, annual check of condition, checked before use. 2. Pupils taught to follow safe carrying techniques and routines. 3. Equipment stored in zoned resource area. 4.	1.Review cricket equipment Notice to remind all users to return equipment to correct place.	L

		Pupils warned that only small equipment eg balls, skipping ropes, racquets may be accessed by them unless supervised		
Inclement weather (M/L)	Pupils/staff	Use of alternative activities such as Active Classrooms	No	L
Child protection issues arising from AOTs taking sporting activities (L/H)	Pupils	Disclosure certificates in place. Recognised qualifications, written parental agreement.	Better liaison with school staff over responsibility for pupils who are not playing	L

