

Risk Assessment - Routine maintenance of the Premises

School Name The Boulevard Academy		Decide who may be harmed (insert ✓):					
		Student	✓	Contractors	✓	Visitors	✓
Location (if applicable) Whole Site		Staff	✓	Vulnerable People		Volunteers	
Identified Hazards	Initial Risk Rating	Existing Control Measures (select all that are in place)	✓	Actions / Comments		Residual Risk Rating H/M/L	
Risk of infection spreading due to contractors attending site for maintenance tasks	H	Maintenance tasks to be planned ahead of time and approved by the Site Manager	✓		M		
		Maintenance tasks to be completed during out of hours where possible. However depending on the nature of the task this may not always be possible.	✓				
		On arrival to site contractors will sign in at the reception and complete the screening questionnaire. This will be reviewed and access granted/denied and must report to the Site Manager	✓	<i>Principal to approve contractors in advance.</i>			
		When on site contractors are to abide by the academies social distancing procedures at all times.	✓	<i>Face coverings to be worn in the Academy when carrying out maintenance tasks, refer to the face covering risk assessment for further details</i>			
		Movement around site will be minimised by asking that all tools, parts and equipment are gathered in one trip and access to the site will be by an alternative entrance where possible.	✓				
		Rooms/areas where contractors will be are cleaned prior to the commencement of work and upon on completion of the job.	✓				
		Toilet facilities will be allocated to contractors based on the location of the work to reduce movement around the academy and cleaned afterwards.	✓				
		RAMS will be obtained where a sub-contractor is used.	✓				


Partially opened building	H	<p>Arrangements remain in place to ensure that children and staff are in safe buildings during reduced occupancy arrangements particularly in the areas listed below</p> <ul style="list-style-type: none"> • hot and cold water systems • gas safety • fire safety • kitchen equipment • security including access control and intruder alarm systems, • ventilation • all regular cleaning • enhanced disinfection appropriate for the coronavirus outbreak • maintenance • testing and statutory compliance activities 	✓		L
Safeguarding	H	Any contractors who have do not have a current DBS must be accompanied by site staff at all times.	✓		L

Risk Rating Guidance: H= High M= Medium L= Low TBA = To Be Assessed - Assessment of the likelihood and or impact of injury and or damage. Initial assessment has been undertaken, complete the residual assessment based on your control measures/findings/additional actions etc.

Likelihood of Occurrence	Potential Severity of Impact		
	Negligible	Significant	Major
Certain	Medium	High	High
Likely	Low	Medium	High
Unlikely	Low	Low	Medium

Other Hazards Identified Additional Control Measures to be Put in Place

<p>Any other foreseeable hazards that are associated with the activities being carried out to be listed here.</p>	<p><i>Where you have identified other hazards record the additional control measures your are going to put in place to mitigate these below:</i></p> <ul style="list-style-type: none"> • No capital building works scheduled, but if any are scheduled we will undertake a risk assessment on each project as they arise.
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Date of Assessment:	03/06/20	Carried out by:	R.Howgill	Signature:	
Date of next review:	21/09/20 *	Carried out by:	R.Howgill	Date Review Completed:	21/09/20
Date of next review:	15.12.20	Carried out by:	JMI/CDA	Date Review Completed:	14.12.20
Date of next review:	01.03.21	Carried out by:	RHO	Date Review Completed:	05.03.21
Date of next review:	12.04.21	Carried out by:	RHO	Date Review Completed:	12.04.21 No Changes
Date of next review:	17.05.21	Carried out by:		Date Review Completed:	
Also refer to these other relevant risk assessments or safety advice documents:					

Note: Health and safety in our school is the responsibility of everyone and is about taking a sensible and proportionate approach to ensure that the learning environment provides a healthy and safe place for all who use it, including staff, volunteers, visitors and students.