RISK ASSESSMENT WIZARD



SCHOOL BUILDING MAINTENANCE

Safety Guide

School Education

4	16	19
Key Benefits	Control Measures	Checklist Items

KEY BENEFITS

Health & Safety

Protects health and safety through reliable infrastructure.

Building Longevity

Extends building life and reduces unplanned closures.

Accessibility

Improves accessibility and compliance with standards.

Learning Continuity

Supports continuity of learning by preventing disruptions.

KEY HAZARDS & CONTROL MEASURES

Working at Height

- ✔ Work at height only when no safer alternative exists
- ✔ Use appropriate equipment (scaffolding, MEWP, ladders)
- ✔ Staff trained in safe working at height
- ✔ Area below cordoned off during work

Electrical Hazards

- ✔ Electrical work by qualified personnel only
- ✔ Isolation procedures strictly followed
- ✔ Regular testing and inspection programme
- ✔ Lock-out tag-out procedures in place

Asbestos Exposure

- ✔ Asbestos register maintained and consulted
- ✔ Asbestos awareness training for all staff
- ✔ Licensed contractors for asbestos work
- ✔ Stop work immediately if ACMs suspected

Manual Handling

- ✔ Manual handling training provided
- ✔ Mechanical aids used where possible
- ✔ Team lifts for heavy items
- ✔ Loads assessed before handling

PRE-SESSION SAFETY CHECKLIST

Risk Assessment

- [ ] Complete and review risk assessment for this activity
- [ ] Ensure all identified hazards have control measures in place
- [ ] Brief all staff on key risks and emergency procedures

Pre-Work

- [ ] Risk assessment complete
- [ ] Permits obtained if required
- [ ] Asbestos register checked
- [ ] Isolation procedures planned

PPE

- [ ] Safety boots worn
- [ ] Hard hat where required
- [ ] Hi-vis if near traffic
- [ ] Correct gloves and eyewear

Site Safety

- [ ] Work area cordoned off
- [ ] Warning signs displayed
- [ ] Students excluded from area
- [ ] Emergency access maintained

Equipment

- [ ] Tools inspected
- [ ] Ladders checked
- [ ] Electrical equipment tested
- [ ] First aid kit accessible

RISK ASSESSMENT WIZARD

Take Your Safety To The Next Level

Create professional, customized risk assessments for your organization with our easy-to-use online wizard.

390+

Activity Templates

Pre-loaded hazards & controls for every activity

100%

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Add your branding & tailor to your needs

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