



RESIDENTIAL ACCOMMODATION

Safety Guide

School Education

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Checklist Items

KEY BENEFITS

Extended Learning

Supports multi day programmes that deepen learning.

Self-Care Skills

Develops self care skills and personal responsibility.

Social Confidence

Builds social confidence through shared routines.

Specialist Access

Enables access to specialist sites and instructors.

KEY HAZARDS & CONTROL MEASURES**Fire Safety**

- ✓ Fire drill on arrival
- ✓ Assembly point agreed
- ✓ Routes and exits identified
- ✓ Fire doors kept clear

Night Supervision

- ✓ Night rota established
- ✓ Staff rooms strategically placed
- ✓ Room checks completed
- ✓ Emergency contacts accessible

Security

- ✓ External doors secured
- ✓ Boundaries communicated
- ✓ Key control in place
- ✓ Visitor protocols understood

Medical & Welfare

- ✓ Medical info collected
- ✓ Allergies communicated to venue
- ✓ Medications stored securely
- ✓ First aid kit accessible

PRE-SESSION SAFETY CHECKLIST**Risk Assessment**

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

Venue

- Pre-visit completed
- Room allocations done
- Fire exits checked
- Accessibility confirmed

Safeguarding

- Night rota set
- Staff placement agreed
- Room checks planned
- Boundaries explained

Medical

- Medical forms collected
- Allergies shared
- Medications secured
- Nearest hospital known

Emergency

- Fire drill done
- Contact numbers shared
- Assembly point set
- Evacuation plan ready



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