

fRef Code: (H & S Dept)	CSP-CYP	<b>RISK ASSESSMENT (RA2)</b>	 <b>DEVON &amp; SOMERSET</b> FIRE & RESCUE SERVICE
Description of activity / item being assessed	Learn2Live Road Safety Events		

Scope		Type of assessment				Domain				
Learn2Live events are held at various venues in Devon with the aim of delivering key road safety messages to first year college and sixth from students.		Initial	x	Specific		Operational		Training		
		Review		Generic	x	Non- Operational	x	Other (Please state)		
Sub Routine / Task	Haz No	Hazard Description	Likely Harm	To Whom	Existing Control Measures	Risk Rating			Are Additional Control Measures Required?	
						L	S	R		
1 Traffic.	1.1	Car Park Traffic and bus drop off points.	<ul style="list-style-type: none"> <li>Abrasions, cuts, bruises.</li> <li>Musculoskeletal Injuries.</li> <li>Crush Injuries.</li> <li>Death.</li> </ul>	Students, members of staff and Public.	<ul style="list-style-type: none"> <li>Qualified drivers.</li> <li>Compliance with road speed limits.</li> <li>Care when parking in suitable place for disembarkation.</li> <li>Designated drop off points.</li> <li>Checking suitability of ground.</li> <li>Use pedestrian walk ways.</li> <li>Schools and colleges are responsible for their students.</li> <li>Schools are required to arrange own travel arrangements and therefore individual school transport policies and Risk assessments will cover this.</li> </ul>	2	3	6	None identified.	

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<b>2 Venues.</b>	2.1	Ground conditions leading to slips, trips and falls.	<ul style="list-style-type: none"> <li>Musculoskeletal injuries.</li> <li>Abrasions, cuts &amp; bruises.</li> </ul>	Delivery Staff, speakers, teachers and students.	<ul style="list-style-type: none"> <li>Establish and maintain cordons if required.</li> <li>Provision of suitable lighting.</li> <li>Provision of safe routes.</li> <li>Specific hazards suitably marked.</li> <li>Electric cabling taped or secured out of the way.</li> <li>Avoidance routes.</li> <li>Lighting.</li> <li>DRA to include weather conditions.</li> <li>In hired premises the Learn2Live partnership will provide adequate first aid provision.</li> <li>Where an event takes place within school or college premise first aid provision and recording of the incident is the responsibility of the relevant school/college.</li> </ul>	3	2	6	None identified.
	2.2	Risk of injury	<ul style="list-style-type: none"> <li>Musculoskeletal</li> </ul>	Speakers, staff,	<ul style="list-style-type: none"> <li>Students, teachers and</li> </ul>	3	2	6	None identified.

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		within the venue.	injuries. <ul style="list-style-type: none"> <li>Abrasions, cuts &amp; bruises</li> </ul>	students and teachers.	delegates will be guided to their seats. <ul style="list-style-type: none"> <li>All students must be sat in school groupings with appropriate supervision.</li> <li>In hired premises the Learn2Live partnership will provide adequate first aid provision.</li> <li>Where an event takes place within school or college premise first aid provision and recording of the event is the responsibility of the relevant school/college.</li> <li>Ensure equipment is suitably erected and appropriately marked and secured.</li> </ul>				
<b>3 Welfare.</b>	3.1	Special needs of Students Medical, Behavioural or educational.	<ul style="list-style-type: none"> <li>Illness.</li> <li>Injury.</li> <li>Absconding.</li> </ul>	Students and teachers.	<ul style="list-style-type: none"> <li>Obtain information from teachers.</li> <li>Make arrangements for students if necessary.</li> <li>Individuals have medication if needed.</li> <li>College/school responsible for notifying us in advance and providing supervision as required.</li> </ul>	2	2	4	None identified.

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	3.2	Welfare of staff and speakers.	<ul style="list-style-type: none"> <li>• Feeling unwell.</li> <li>• Sickness.</li> <li>• Injury.</li> <li>• Anxiety.</li> <li>• Fainting.</li> <li>• Reaction to noise and flashing imagery.</li> <li>• Flashbacks/ distress.</li> </ul>	Staff and speakers.	<ul style="list-style-type: none"> <li>• Call Ambulance if appropriate.</li> <li>• Provision of trauma therapist.</li> <li>• All audience members must be made aware that the presentation contains flashing lights/imagery and loud audio.</li> <li>• Ensure building is adequately ventilated.</li> <li>• Staff are aware of location of first aid/welfare point.</li> <li>• Provision of welfare cards with coping strategies and relevant contact details for support.</li> <li>• Ensure adequate support is provided for our speakers with specific needs.</li> <li>• Pre-event suitability visits carried out.</li> </ul>	2	3	6	None identified.
	3.3	Welfare of students, teachers and guests.	<ul style="list-style-type: none"> <li>• Feeling unwell.</li> <li>• Sickness.</li> <li>• Injury.</li> <li>• Anxiety.</li> <li>• Fainting.</li> <li>• Absconding.</li> <li>• Reaction to noise and flashing</li> </ul>	Students, teachers and guests.	<ul style="list-style-type: none"> <li>• Contact teachers/parents / carers.</li> <li>• Call Ambulance if appropriate</li> <li>• In hired premises the Learn2live partnership will provide adequate first aid provision.</li> <li>• Where an event takes place within school or college premise</li> </ul>	3	2	6	None identified.

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			imagery.		<p>first aid provision and recording of the incident is the responsibility of the relevant school/college.</p> <ul style="list-style-type: none"> <li>• It is the school/colleges responsibility to send consent letters of attendance home prior to attendance.</li> <li>• It is the school/colleges responsibility to provide student welfare support both on the day of the event and post event.</li> <li>• All audience members must be made aware of the nature of the presentation and that it contains flashing lights/imagery and loud audio.</li> <li>• Schools/Colleges should advise students to bring a drink as covered in 3.4 and to ensure students have eaten before attending the event so to reduce likelihood of fainting.</li> <li>• Ensure building is adequately ventilated.</li> <li>• Staff are aware of location of first aid/welfare point.</li> </ul>			
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	3.4	Welfare of students, teachers and guests.	Hydration prior, during and after events	Students, teachers and guests.	<ul style="list-style-type: none"> <li>Ensure students, teachers and guests are advised of the importance of sufficient hydration prior, during and after events.</li> <li>Advise students, teachers and guests to refrain from sugar based fluids due to increasing anxiety and restlessness</li> </ul>	2	2	4	None identified.
<b>4 Manual Handling.</b>	4.1	Injury to staff whilst transporting and setting up resources.	<ul style="list-style-type: none"> <li>Muscular injuries.</li> <li>Strains and sprains.</li> </ul>	Delivery staff.	<ul style="list-style-type: none"> <li>Staff advised on manual handling prior to event.</li> <li>Resources and equipment appropriately stowed in DSFRS vehicles.</li> <li>The shortest route will be used when transporting the resources to and from the venue.</li> <li>Two person carry will be adopted where necessary.</li> <li>Lifting aids should be used where provided.</li> <li>Ensure early arrival to allow time for safe transportation and</li> </ul>	1	3	3	None identified.

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					setup of resources and equipment. <ul style="list-style-type: none"> <li>Only staff who have received manual handling training should transport/lift resources.</li> </ul>				
<b>5 Safeguarding.</b>	5.1	Safeguarding Issues.	<ul style="list-style-type: none"> <li>Inappropriate behaviour / conduct.</li> <li>False allegations.</li> <li>Potential safeguarding concerns or welfare witnessed by staff.</li> </ul>	Students, teachers and delivery staff	<ul style="list-style-type: none"> <li>Adequate supervision of students attending by school/college.</li> <li>Staff to adhere to non-lone working.</li> <li>Staff and visitors to report to school/college reception where appropriate.</li> <li>Agreed welfare assembly point.</li> <li>Safeguarding policies and procedures to be adhered to.</li> </ul>	2	3	6	None identified.
<b>6 Emergency Procedures being activated.</b>	6.1	<ul style="list-style-type: none"> <li>Fire alarms.</li> <li>CBRNe or terrorist event.</li> <li>Over - crowding.</li> </ul>	<ul style="list-style-type: none"> <li>Serious Injury or death.</li> <li>Crush injury.</li> <li>Stress/panic.</li> </ul>	Students, teachers and delivery staff	<ul style="list-style-type: none"> <li>Adequate provision and suitably marked fire exits and clear from obstructions.</li> <li>Suitably trained members of staff to assist with evacuation.</li> <li>At hired venues in house members of staff will be provided to assist.</li> </ul>	1	5	5	None identified.

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					<ul style="list-style-type: none"> <li>Adherence to venue fire risk assessment.</li> <li>Adherence to building capacities and regulations.</li> </ul>				
<b>7 Social Media and photography.</b>	7.1	Inappropriate use of social media, post and images/photographs.	<ul style="list-style-type: none"> <li>Reputational damage.</li> <li>Welfare.</li> <li>Distress/anxiety.</li> </ul>	All partners involved with Learn2Live, students, teachers, speakers, family and friends.	<ul style="list-style-type: none"> <li>Social media is monitored.</li> <li>Inappropriate content will be removed.</li> <li>Adherence to social media policy.</li> <li>No imagery used/taken where individual students can be identified without consent.</li> </ul>	3	3	9	None identified.

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Below are the additional assessments which may be required by virtue of Service Policy Documents and Statutory Regulations. Strike ~~(strike)~~ through those sections which are not required to support this assessment.

Lone working	Noise at Work (RA6)	Manual handling (RA5)	PPE	COSHH (RA12)	Work Equipment (RA3)	Vibration (RA8)	Other <i>(Please state below)</i>
			Assessment of Public Events – attendance by service vehicles etc (RA7a)			Non-operational Lifting Operations (RA11)	

Haz No	Additional Controls	L	S	Revised Risk Rating	Person Responsible for Remedial Action	Date Person Advised	Time Scale	Date Completed
	NONE IDENTIFIED							

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LIKELIHOOD	SEVERITY (Injury)				
	Very High (Fatal) 5	High (Major) 4	Moderate (Serious) 3	Minor 2	Negligible 1
Very Likely 5	25	20	15	10	5
Likely 4	20	16	12	8	4
Quite Possible 3	15	12	9	6	3
Possible 2	10	8	6	4	2
Not Likely 1	5	4	3	2	1

RATING CRITERIA			
Risk Rating	Type of Action	Control Measures	Priority
20 – 25	STOP ACTIVITY	Change Process/Task	Immediate
15 – 19	Warnings/Instructions	Must Introduce	Very High
11 – 14	Consider Safety Measures	Introduce	High
6 – 10	Make Personnel Aware	Add if Possible	Moderate
1 – 5	Monitor & Review	Consider if Appropriate	Low

### Guidance on Likelihood and Severity

Likelihood of Occurrence		
Not Likely	1	There is no risk at present. Only under freak conditions could there be any possibility of an accident or illness. All reasonable precautions appear to have been taken. This should be the normal state of the workplace.
Possible	2	If other contributing factors become present an accident or illness might occur, but the probability is low and the risk is minimal (e.g. chipped glass window, slightly worn steps).
Quite Possible	3	An accident may happen if significant additional factors precipitate it, but it is unlikely to happen without them. The additional factor is more than a casual slip and a nudge and would require an additional action or event to trigger it (e.g. leaving a vehicle with engine running, obstructing an aisle causing a trip hazard).
Likely	4	An accident is "likely" to happen if significant additional factors precipitate it i.e. wind, human error/carelessness etc. but which is unlikely to happen without this additional factor (e.g. ladder not secured, pile of tubes with temporary or makeshift wedge, temporary electrical hook-up to live supply).
Very Likely	5	If the work continues as it is, there is almost 100% certainty that an accident will happen (e.g. broken stair or broken round on a ladder, exposed electrical conductor, tall stack of heavy articles poorly supported).

Severity of Risk		
Negligible	1	Negligible risk of injury, disease, or financial loss/damage
Minor	2	Minor injury which would allow the individual to continue work after First aid treatment. The duration of the stoppage or treatment is such that the normal flow of work is not seriously interrupted. No adverse media coverage. Minimal financial loss or damage.
Moderate (Serious)	3	Causing moderate injury or disease capable of keeping an individual off work for seven days or more (RIDDOR reportable). Potential for moderate financial loss (from damage to equipment/litigation etc). Adverse media coverage. Moderate business interruption.
High (Major)	4	Causing serious injury to an individual that is "notifiable". Significant potential for financial loss, disruption to Organisation. Potential for litigation/prosecution by failure to significantly conform with statutory duties. Adverse media coverage. Potential prosecution.
Very High (Fatality)	5	Causing single or multiple deaths and/or severe disruption to the Organisation. Potential for extreme financial loss. Adverse national media coverage. Significant litigation cost potential. Potential prosecution of Organisation/individuals.

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