

RISK ASSESSMENT – SANCTON WOOD SCHOOL



EDUCATIONAL VISITS

Trip Destination:		Time of Departure:		List of students – Y/N
Date of Trip:		Time of Return:		First aid kit – Y/N
Staff:		Year Group(s):		Individual medicines if needed List of students (eg EPI pens/Asthma pumps) – Y/N
Parents:				Relevant telephone numbers – Y/N
Mode of transport:				Copy of venue risk assessment and Provider Form – Y/N

<u>Identify Risk</u>	<u>Evaluate Risk Hazard</u>	<u>Control Measures to reduce the risk.</u>	<u>By Whom</u>
Walking on public highways - accident	Low/Moderate/High	●	
Transport to and from venue(please specify)	Low/Moderate/High	●	
Hazards specific to buildings open to the public e.g. crowds, multiple rooms, stairways	Low/Moderate/High	●	
Students fall and hurt themselves	Low/Moderate/High	●	
Approached unpleasantly by member of public	Low/Moderate/High	●	
Lost student/gets left behind	Low/Moderate/High	●	
Weather	Low/Moderate/High	●	

Safety at venue	Low/Moderate/ High	●	
Any other relevant information	Low/Moderate/ High		

Please ensure the following information is uploaded to Evolve:

- This completed Risk Assessment
- Copy of venue Risk Assessment and Provider Form
- Any other related documents