

Health and Safety Risk Assessment

Work Activity	CE (Community Education) Face to face workshop delivery			R A G	Potential to cause death, stop work, requires director sign-off
Name of Assessors	Dafydd Beech				Requires immediate action, flag to senior manager
Date of Risk Assessment	17/01/25	Review Date	January 26	Risk controlled at present, accepting there is always an element of risk	

What are the hazards?	Who might be harmed?	How?	What are you already doing to mitigate the potential of harm?	RAG (Red Amber Green)	Do you need to do anything else to control this risk?	Action by whom?	Action by when?	Date Completed	Residual Risk (RAG)
Challenging behavior in the learning environment	Educator Other learners Host Organisations staff	Physical or verbal abuse or injury Deliberate or accidental due to inappropriate behavior	Workshop ground rules Appropriate member/s of host organisations to be always present. All educators to be made clear of our policy which is to stop the workshop if safety concerns are present. If these are not addressed by the organiser, we end the workshop and report via Datix and to the line manager at the earliest opportunity.	Amber	Reinforce that member of staff must be present during pre-workshop communications. Report incidents through Datix for action and future learning	Educator Business development team Organiser	ongoing	Jan 25 and ongoing	Amber

			Educators have access to SOS button via pick protect app						
Communicable diseases Transmission training venues	Learners/ Educators/ Other building users	Through cross contamination of the virus Risk of contamination when sharing manikins/AEDS across learners (CE do not have ability to give each learner their own doll/AED)	Safety Statement will be sent to organisations prior to delivery. 24 hrs prior to the session the Community Education Team will contact Organisations to check that no additional risks have been presented since the Safety Statement agreement. Check with the organisations if a Face Coverings (type 2 surgical mask) must be worn by Educators if delivering in a health care setting. Educators stress that participation is optional. All equipment such as AED/ manikins handouts are cleaned before and after use at each venue.	Amber (this will change to Green once building deemed safe	All staff to follow guidance in the ' What we must all continue to do to help keep ourselves and others safe ' document. Organiser to keep register, preferably electronic, to support with fire safety. Frequent touch points cleaned after individual use by the user.	Organiser Learners Business Support Educators and/or Organiser Educators and Learners		Jan 25 and ongoing	Green
Risk of injury during practical scenarios on the session	Learners/Educato rs	The session content is practical and does require learners to move around on the floor and practice a range of skills	The practical nature of the session is made clear at the point of booking and during the start of the course. Educators brief learners explaining that they should act within their limitations, to let the Educator know if they have any health issues, injuries, or concerns before or during the session e.g., pregnancy. Educators complete dynamic risk assessments during the course to manage changing risks, this is observed on a regular basis.	Amber	No further action required			Jan 25 and ongoing	Green
Allergic reaction to the cleaning wipes and or	Educators/Learne rs	Educators/Learne rs may have a reaction to the	A data sheet is available for review relating to wipes and gels used on sessions.	Amber	Anyone who highlights potential risk of this should not participate in the practical	Educator			Green

hand sanitizer or any antibacterial product provided		products on sessions	Sensitivity reactions may occur with alcohol wipes if not left to air dry fully.		elements and can maintain social distancing.				
Manual handling injuries following kit unloading/loading e.g., boxes and manikins, moving furniture during set up of classroom.	Educators	Educators are often required to work in venues where they need to bring training equipment with them. This may be moderately heavy/bulky.	Educators receive manual handling training as part of their induction which is renewed annually via e-learning. Educators are offered trollies to help move equipment safely and can limit equipment where possible e.g., moving to electronic notes rather than paper once they are qualified. Manikins come in bags to help make them easier to move. Heavy boxes should be split to limit the load when moving between locations (or a suitable trolley used as appropriate).	Amber	No further action required	Educator		Jan 25 and ongoing	Green
Lone Working	Educators	Sessions run in venues that are sometimes unmanned. Educators often work alone.	A lone working risk assessment must be completed for all Educators who work alone. A lone working process is in place for Educators who work alone or out of hours to ensure their safety.	Amber	Lone working training has been completed	Educators		Jan 25 and ongoing	Green
Safeguarding	Learners/ Educators		Mandatory Safeguarding training undertaken by all Educators annually. Safeguarding processes in place	Amber		Educators		Jan 25 and ongoing	Green
Use of Display Screen Equipment	Educators	Educators will use DSE equipment during training and office time.	DSE training to be completed and associated risk assessment discussed with their line manager.	Green	No further action required	Educators		Jan 25 and ongoing	Green
Electrical Safety	Educators	Educators will use DSE equipment during training and office time.	User to inspect electrical cables and equipment for damage before use. All equipment is PAT (Portable Appliance Testing) tested on an annual basis to ensure electrical safety.	Green	No further action required	Educators		Jan 25 and ongoing	Green
Cleaning and decontamination of equipment	Educators/ others	Educators are at increased risk of exposure to	All equipment must be cleaned after use and before transportation	Amber	Equipment will be cleaned pre and post sessions.	Educators		Jan 25 and ongoing	Green

		Communicable diseases. contamination of equipment.	anywhere to minimize risk of cross contamination. Each manikin will be cleaned. Hands should be washed after the end of the course.						
Driving	Educators and other road users	Driving to and from training locations	Follow BRC (British Red Cross) driving procedures	Amber		Educators		Jan 25 and ongoing	Green
Signature									