



Stage	Date	Event	Implication
Phase 1	14 th February - 18 th April	Temporary car park being built on school field	Field and trim trail not in use Construction vehicles moving on and through site.

Overview of reasons for risk assessment:

The school will be running normally with students and staff moving around the building. The construction team need to build a temporary car park on the field and as a result there will be moving construction vehicles that will come up the drive through the green gates on to the large playground and on to the field.

<u>Location</u>	<u>Hazard</u>	<u>Person exposed</u>	<u>Likely hood</u> <u>1- 6</u>	<u>Harm rating</u> <u>1-6</u>	<u>Risk scale</u> <u>/36</u>	<u>Actions taken</u>	<u>Monitoring</u>
Drive way	Construction vehicles block access to school community	Staff, students, parents, visitors, residents	3	2	6	<ul style="list-style-type: none"> ➤ Construction team will avoid drop off and pick up times. ➤ Construction team will turn in to the drive and ensure they don't obstruct Hykeham road. ➤ Once the vehicles are on site they will work their way to the field rather than parking anywhere on the drive. 	Daily
Drive way	Students may try to abscond when the vehicles are moving through the green gates	Students, staff	4	5	20	<ul style="list-style-type: none"> ➤ The bottom green gate will be guarded all day by a gate man who will keep the gates closed. ➤ Once vehicles is through bottom gate, gate man will lock the bottom green gates and walk alongside vehicle which will stop outside reception. ➤ The gate man will then inform reception and site team that vehicle is coming on to site. 	Daily

						<ul style="list-style-type: none"> ➤ Gate man will then open top green gates and vehicle will move through on to playground. ➤ Gate man will lock top green gate behind him 	
Large playground	Someone may be hit by moving vehicles.	Students, staff, visitors	3	6	18	<ul style="list-style-type: none"> ➤ Vehicles will aim to avoid play time and lunch time ➤ Vehicles are likely to be on site no more than 3 times a day and not every day. ➤ Once the gate man opens the top green gate, they will walk slowly alongside the vehicle spotting for any unexpected people movement. ➤ There will be a temporary gate put up just outside the ICT double doors to prevent students going onto playground. ➤ The changing room doors will have a key press lock to prevent students absconding without supervision on to playground. ➤ Any student wishing to transition across the playground will need to be supervised by an adult. ➤ A gate will be put at the top of the steps/ramp leading on to playground to prevent students from accessing playground unsupervised. ➤ Students who abscond from fire exits will need to have their own risk assessment updated to reflect any additional risks. 	Daily
Large playground	If the fire alarm goes people will need to muster on the playground where construction vehicles may be travelling	Students, staff, visitors	4	3	12	<ul style="list-style-type: none"> ➤ The Wates team and gate man will be informed to stop all vehicles from moving and remain stationary until all students and staff are back in school. ➤ In the event that the vehicle is stopped in the middle of the playground staff will support students to muster away from the stationary vehicle. 	After each fire drill
School	Students may become unsettled by the changes and the	Students	5	2	10	<ul style="list-style-type: none"> ➤ Teachers will do some pre teaching to help students to understand what is happening through discussion, social stories etc. 	

	movements of vehicles					<ul style="list-style-type: none"> ➤ Visuals will be in key places to remind students of expectations e.g. no running, field closed etc. ➤ The vehicles will not be particularly loud but will make some noise including any reversing sounds, staff should help students with any sensory overload. Remove from area, provided ear defenders etc. ➤ If students are interested or scared of the vehicles then blinds should be put down to prevent visual sight. If necessary the construction team would be happy to stop and allow the students to see the vehicle up close to familiarise self. 	
School	Students may be harmed by strangers being on site	Students	1	5	5	<ul style="list-style-type: none"> ➤ Wates project team have DBS's. ➤ Construction team will not be unsupervised and have no need to be in the school. ➤ Construction team will have high visibility coats to identify themselves with ID. ➤ The construction team will be working on the field only or on the vehicles. 	

Agreed by:

Head teacher: _____

Date: _____

Site team: _____

Date: _____

Wates team: _____

Date: _____