

## Risk assessment – DIY assemblies

<b><u>1: Travel/out &amp; about</u> General precautions:</b>			
First Aid kit & first aider present at all times Car insured for TLN work, fully MOT'd etc. Minibus driver qualified to LEA standard Mentor has CRB clearance			
<u>Risk</u>	<u>Degree</u>	<u>Likelihood</u>	<u>Precautions</u>
Child leaves without permission & unsupervised	High	Medium	School told – mobile used
Crossing car park when cars active	Medium	Medium	Traffic slow in CP. Adult supervision & warnings
Accident in car/minibus - Injury to children - .. .. driver	Medium	Medium	Seat-belts checked at start. Short journeys in town only. Accompanying adult
Child taken ill	Moderate	Moderate	First aider & kit on hand School/parents to notify TL staff of illnesses/needs Mobile phone contact with school
<b><u>2: At Trinity</u> General precautions:</b>			
First Aid kit & first aider on site Appliances checked by church's Health & Safety Officer Mentor has full CRB clearance			
Slipping on stairs	High	Medium	Children told to wipe feet Reminders issued as leave room
Child abuse from user groups - Toilets & office use	high	intermediate	Sessions outside of regular user group times Time out of room monitored
Child leaves without permission & unsupervised	High	Medium	Second adult with CRB available Time-out room provided School told – phone available
Accident to mentor	Medium	Low	Phone available Second adult with CRB in building
Office equipment – guillotine, copiers etc	Intermediate	Low	All equipment checked Instructions & supervision First aider & first aid kit
Inappropriate use of internet	high	high	Computer use monitored & filters in place
Collection by wrong adult	high	low	Always returned to school for end of school day

Risk assessment produced by Rosemary Perrow

On behalf of TrinityLearning. January 2012