

Hayden Sewage Treatment Works Risk Assessment



Activity being assessed	Conducting site tour for pre-booked visitors (including children): Hayden STW	Ref No.
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People at risk	Frequency	Duration of exposure
Visiting Group Leaders	Once per visit	2 hour per visit
Visiting Supervisors	Once per visit	2 hour per visit
Visiting members of the public, inc. children (40max)	Once per visit	2 hour per visit
STW Education co-ordinator and other staff	Working days, may include weekends	10 hours max per day

The results of this assessment must be communicated to the relevant staff and the identified controls implemented for all users.

The risk assessment needs to be reviewed annually. Other changes (new staff, equipment procedures) or events (accident/near miss) may prompt a more frequent review.

Severity	NB: if severity is 5 or above, review control measures					
Minor Injury	1	1	2	3	4	5
Moderate Injury	2	2	4	6	8	10
Significant Injury	3	3	6	9	12	15
Major Injury	4	4	8	12	16	20
Death	5	5	10	15	20	25
		1	2	3	4	5
	Likelihood	Rare	Unlikely	Even chance	Likely	Almost certain

Overall Assessment	High		Medium		Low	X
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Date Reviewed	02/06/2010	Reviewed by:	KK	Job Title:	Education Programme coordinator
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Potential hazards	Causes (how harm comes about)	Who is affected	Control measures to eliminate/minimise the risk	RISK			Further controls required By whom/when
				S E V	L I K	S X L	
Slip or trip	Uneven ground/ kerbs/steps	STW staff	Visiting group leaders have hazards explained Safety talk prior to commencement of tour	2	2	4	
		Children		2	2	4	
		Adults		2	2	4	
Fall or drowning	Fall from steps leading to injury	STW staff	Visiting group leaders have hazards explained Safety talk prior to commencement of tour Designated route with marked places for people to stand at talk points Potential hazards barred off Severn Trent Water staff carry a throw line	3	2	6	
		Children		3	2	6	
		Adults		3	2	6	
Contact with machinery	Trapping, crushing, entanglement leading to injury	STW staff	Visiting group leaders have hazards explained Safety talk prior to commencement of tour Potential hazards barred off Visitors segregated from site equipment	4	1	4	
		Children		4	1	4	
		Adults		4	1	4	
Strike against	Walking into handrails/barriers	STW staff	Visiting group leaders have hazards explained Safety talk prior to commencement of tour	2	2	4	
		Children		2	2	4	
		Adults		2	2	4	
Contact with chemicals, other hazardous agents	Exposure to biological hazards	STW staff	Visiting group leaders have hazards explained Safety talk prior to commencement of tour All staff and visitors wear (latex free) gloves during tour of site and wash hands immediately after site tour	2	2	4	
		Children		2	2	4	
		Adults		2	2	4	
Fire and other emergencies	Burns, suffocation	STW staff	Visiting group leaders have hazards explained fire evacuation procedures tested annually designated route to fire assembly point escape routes are described as part of tour	4	1	4	
Transport/ vehicles	Struck by moving vehicle	STW staff	Visiting group leaders have hazards explained Safety talk prior to commencement of tour	4	1	4	

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		Children	Tour route clearly marked by painted line on tarmac Designated crossing points Hi-viz jackets worn by all visitors and staff	4	1	4	
		Adults		4	1	4	
Young or immature persons failing to understand hazards	Inexperience/lack of understanding	STW staff	1:8 adult:child (under 16) ratio required Supervising adults identified as leader for sub-groups during tour, spread along the line with one at rear Young visitors reminded of expected behaviour, informed of hazards before activity begins and expected to follow safety guidelines as explained in safety talk prior to commencement of tour Minimum age of 7 for all visitors.	1	1	1	
		Children		2	2	4	
		Adults		1	1	1	
Adverse weather conditions	Snow, ice, extreme heat, cold, wet	STW staff	Visiting group leaders advised that all members of their group should be appropriately dressed: suitable clothing & footwear for weather conditions (windy site in winter, exposed to sun in summer) Pre-visit site tour; check with site operations Route gritted in winter	2	2	4	
		Children		2	2	4	
		Adults		2	2	4	
Choking	Swallowing flies	STW staff	All visitors made aware of possibility of flies before tour	2	2	4	
		Children		2	2	4	
		Adults		2	2	4	