WS Classroom Site Specific RA						
Risk or Hazard	**Site Specific Variation**	**Who Might Be Harmed? (Staff, Customer)**	**Risk Adequatley Controlled?**	**If So how?**	**Level Of Risk- High, Medium, Low**	**Other Methods of Control?**	**Date Risk Assessed**
FROME							
Movement around the classroom: Slips, trips, falls, abrasions & cuts	Narrow classroom. Laminate flooring slippery when wet.	Staff and students	Yes	Coats are placed on the hooks. Bags are tucked by chairs out of the way. Walkway is kept clear. Trailing wires from temporary equipment (e.g. computer) tucked away securely. Instructors to double check trailing wires for permanent equipment (e.g. tvs) are secured and that the flooring is in good condition with any changes to floor level highlighted. All light bulbs working to ensure a well light area. Any spills are to be cleared immediately.	Low	Regular checks carried out by instructors during sessions.	02.05.2025
Access Steps/Ramps: Slips, trips, falls, difficulty during evacuation	Step up to classroom and toilets.	Staff and students	Yes	Steps are to be maintained and double checked on the day. Brief students on safe useage.	Low	Mention to the duty manager about any damage to the steps and look at alternative useage.	02.05.2025
ROCESTER							
Movement around the classroom: Slips, trips, falls, abrasions & cuts	Carpet to tile edge cause possible trip hazard. Slips on wet tile floor.	Staff and students	Yes	Coats and bags are tucked by chairs out of the way. Walkway is kept clear. Trailing wires from temporary equipment (e.g. computer) tucked away securely. Instructors to double check trailing wires for permanent equipment (e.g. tvs) are secured and that the flooring is in good condition with any changes to floor level highlighted. All light bulbs working to ensure a well light area. Any spills are to be cleared immediately.	Low	Instructor to arrange the classroom prior to ensure any extra furniture is removed and there are clear walkways. Regular checks carried out by instructors during sessions.	02.05.2025
WEST TANFIELD							
Vehicles: Operation, injuries, entrapment	Car park next to hall and entrance.	All	Yes	Staff to manage group to avoid contact with any other groups. Use main door for entry where possible.	Low		09.06.25
HOLNE PARK							
Spills: Burns/Scalds	Large metal hot drink dispenser. In correct mug useage cause possible overflow and spillage.	Staff and students	Yes	Instructors and students may be injured as a result of contact with hot substances / surfaces in the classroom. For example by using kettles or a hot drinks dispenser. All students instructed in the safe use of tools and equipment.	Low	Faulty equipment should be reported to designated point of contact for the room hire for removal.	02.05.2025
EAST COAST							
Movement around the classroom: Slips, trips, falls, abrasions & cuts	Wet wood flooring, possibly slippery causing slips, trips, and falls.	Staff and students	Yes	Coats and bags are tucked by chairs out of the way. Walkways are kept clear. Trailing wires from temporary equipment (e.g. computer) tucked away securely. Instructors to double check trailing wires for permanent equipment (e.g. tvs) are secured and that the flooring is in good condition with any changes to floor level highlighted. All light bulbs working to ensure a well light area. Any spills are to be cleared immediately.	Low	Regular checks carried out by instructors during sessions.	02.05.2025