

Car Park and External Areas - Risk Assessment Template No.25 (List additional hazards, risks and controls particular to your school using Template No.74)

Hazards	Is the hazard present? Y/N	What is the risk?	Risk rating H = High M = Medium L = Low	Control measures	Is this control in place? Y/N	If no, what actions are required to implement the control?	Person responsible	Date action completed
Poor lighting Poorly identified steps and stairways		Slips, trips, falls	H	External lighting is adequate and is switched on when evening events are planned such as concerts, parent/teacher meetings, adult education classes, hall used by clubs or societies Steps and stairways are adequately lit and clearly marked/highlighted				
Holes/ damaged surfaces		Slips, trips, falls	H	Car park surface and other external areas are checked on a weekly basis for broken glass, hazardous conditions and pot holes				
Contact with broken glass		Cuts	M	Broken glass is removed Replacement glass is installed in buildings at the earliest opportunity				
Slippery walkways due to adverse weather conditions, e.g. ice		Slips, trips, falls	M	Emergency weather plan is in place addressing <ul style="list-style-type: none"> • what requires to be done, e.g. grit or salt available for walkways which are prone to ice • who is going to do it, e.g. caretaker applies salt or grit in icy weather • signage • monitoring 				
Person being struck by vehicle		Injury due to person being struck by vehicle	H	A traffic management system is in place Controls are in place around appropriate times for visiting vehicles deliveries and collections				
			H	Pedestrian routes/parking areas are clearly marked and appropriate signs in place				
			M	Assembly points for emergency evacuations are clearly marked and are not located in an area likely to be required by the emergency services				

Car Park and External Areas - Risk Assessment Template No.25 - cont'd. (List additional hazards, risks and controls particular to your school using Template No.74)

Hazards	Is the hazard present? Y/N	What is the risk?	Risk rating H = High M = Medium L = Low	Control measures	Is this control in place? Y/N	If no, what actions are required to implement the control?	Person responsible	Date action completed
Lack of handrails on steps		Slips, trips, falls	H	All steps have handrail on one side where necessary See Building Regulations, Technical Guidance Document K See Access/Egress (General) - Template No. 14				
Unguarded edges		Falls		Where necessary all drops or platforms have fencing/guarding to prevent falls				
Unfenced ditches or streams		Drowning		Access to rivers, streams or ditches running on or adjacent to school property are adequately fenced off				

If there is one or more **High Risk (H)** actions needed, then the risk of injury could be high and immediate action should be taken.
Medium Risk (M) actions should be dealt with as soon as possible. **Low Risk (L)** actions should be dealt with as soon as practicable.

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Risk Assessment carried out by: _____ **Date:** / /