

RISK ASSESSMENT- Cromwell High School- TMBC

RISK ASSESSMENT FOR: School External Security

ASSESSORS NAME: A.Foord

DATE: Dec 22



Benefits justifying activity:		Necessary to presence in school- education					
Additional measures added from November 2022 in bold.							
Non-exhaustive check list- in addition to considerations specified here, staff must use professional judgement to dynamically risk assessment the individual circumstances of each activity against the benefits. For example staff must consider: individual needs and current cooperation levels of pupils (maintain personal space, exit strategies), understanding of pupils, task to be attempted and equipment present, staff levels of training and experience, staff deployment to groups and individuals. All staff have legal duty for Health and Safety. If any staff judge that this risk assessment needs additional control measures/ review they must inform their line manager.							
What are the hazards	Who might be harmed and how	Risk rating before controls	Current control measures	Risk Rating with control measures in place	Are risks adequately controlled for work task to go ahead*	Action required by Whom	Date action required by
High Risk Summary information:	Pupils	High	Front of School is open to the public and road traffic	tolerable	Yes	All staff	NA
General unauthorised pupil egress	Pupils	High	Key control measure is staff supervision. - Each pupil has an individual risk assessment agreed with parent/s each year at annual review. - All individual risk assessments are consulted and incorporated into a class risk assessment detailing supervision requirements and arrangements. High risks are highlighted. - All staff working in the class read and sign the Class Risk assessment.	tolerable	Yes	Lead controls: staff present	NA
Main Entrance Unauthorised pupil egress Intruder	Pupils- All	High	Triple layer protection- corridor door, foyer door, front door. Pupils/students must be supervised after passing through the magna locked door into the foyer. There are then two further layers of magna lock doors. On the occasions when necessary to fix open both doors- eg getting large groups through efficiently, large deliveries, a member of staff needs to wear the red 'door security' lanyard to guarantee that they are supervising the entrance to avoid unauthorised pupil egress or an unchecked intruder entering.	tolerable	Yes	Lead controls: staff present	NA

			There is an emergency assistance alarm in the entrance area for emergency support.				
Main Entrance Intruder	All	High	Known identify or bona fide purpose of visit established prior to entry to reception space and confirmed in this space before being allowed into foyer. DBS or other ID checked as required for purpose. Intruder alert system operates – announcement over school phone system, doors locked and pupils out of sight until ‘all clear’. There is an emergency assistance alarm in the entrance for support.	tolerable	Yes	Lead controls: staff present	NA
Non-Enhanced DBS checked person gaining access to pupils	Pupils	High	School operates a Red Lanyard System for anyone who is not Enhanced DBS checked to ensure they are supervised at all times- the red lanyard is issued with a ‘butterfly’ lanyard for the person supervising to ensure that they pass over supervision to another member of staff when necessary.	tolerable	Yes	Lead controls: staff present	NA
Pupil entrances/exits front of school.	Pupils	High	Double layer protection- building door & 6ft fence/gate. Pupils must be supervised according to their risk assessment when in the external area with only one layer of protection. At times when both layers are open pupils must be supervised at all times and- for the main pupil entrance- when necessary to fix open both door and gate- eg main arrivals and departures, a member of staff needs to wear the red ‘door security’ lanyard to guarantee that they are supervising the entrance to avoid unauthorised pupil egress or an unchecked intruder entering. There is an emergency assistance alarm at the front of school and on the glass corridor for support.	tolerable	Yes	Lead controls: staff present	NA
Tea Room, when open, public entrance. When open the Tea room is open to the public and there is no physical barrier to the public area. Unauthorised pupil egress	Pupils	High	Pupils assisting in the Tea room must be supervised at all times according to their risk assessment- to the same extent as on an educational visit to a public area. There is an emergency assistance alarm in the tea room for support. There is a code lock from the school into the Tea Room to prevent unauthorised pupil access. When the Tea Room is closed this is a double layer- otherwise fully supervised.	tolerable	Yes	Lead controls: staff present	NA
Tea Room, when open, public entrance. When open the Tea room is open to the public and there is no physical	All	High	The entrance to the Tea room kitchen area must be supervised at all times that the tearoom is open to the public. No member of the public is allowed in the kitchen area. Visitors must report to reception. The exit from the	tolerable	Yes	Lead controls: staff present	NA

barrier to the public area. Unauthorised intruder entry.			Tea Room into the school must be locked (key mortice lock) whenever the Tea Room is open to the public. There is an emergency assistance alarm in the tea room for support.				
During Egress due to Fire Alarm	Pupils	High	During a fire alarm triggered by a break glass there will be a 2 minute delay in activation of the alarm and the release of the Magna Locks to enable the Front of School Fire Marshall to be in position prior to the movement of pupils. This will be communicated to Fire Marshalls by the office through the school phone system and Emergency Assistance Alarm. Staff supervising pupils at the Front of School will pause and wait for the Fire Marshall using a dynamic risk assessment that there is no imminent sign of fire. The front of school Fire Marshall will always be the first pupil contact Marshall deployed from the admin area. The Fire Marshall will remain on the 'public area side' of the evacuation and assist in the supervision of pupils egressing the building ensuring no pupil can go into the public area unsupervised. A portable fence will temporarily inhibit egress on the path side of the parked cars enabling the Marshall to supervise from the larger area of access to the public space.	tolerable	Yes	Lead controls: staff present	NA
Unsupervised Egress from the Rear Playground	Pupils	Preventative / Educational	Triple Layer – playground fence, grass area/muga fence, boundary fence including Rayner security boundary. Rayner Stephens is a safe, secure, school, environment under full safeguarding requirements of all schools- no concerns with Rayner Safeguarding and Security have been raised. Pupils must be supervised on the playground according to their risk assessment. If staff act quickly it is highly likely that control measure will all time to remedy initial issues to ensure Health and Safety.	tolerable	Yes	Lead controls: staff present	NA
Unsupervised Egress from the east-side Trim Trail		Preventative / Educational	Double fence Layer to side, Single Layer to front. Pupils must be supervised on the playground according to their risk assessment. If staff act quickly it is highly likely that control measure will all time to remedy initial issues to ensure Health and Safety.	tolerable	Yes	Lead controls: staff present	NA
Unsupervised Egress from the west-side Trim Trail		Preventative / Educational	Double layer to public area- playground fence & Rayner security boundary. Rayner Stephens is a safe, secure, school, environment under full safeguarding requirements of all schools- no concerns with Rayner	tolerable	Yes	Lead controls: staff present	NA

			Safeguarding and Security have been raised. Pupils must be supervised on the playground according to their risk assessment.				
Unsupervised Egress from the transition between west-side		Preventative / Educational	Single layer of Rayner Stephens security boundary. Rayner Stephens is a safe, secure, school, environment under full safeguarding requirements of all schools- no concerns with Rayner Safeguarding and Security have been raised. Pupils must be aware of the access to Rayner Stephens approximately 150m away. Staff must make especially sure that pupils are supervised on this transition according to their risk assessment. In the light of reduced inclusion links with RS, Cromwell is in the process of commissioning additional fencing for this transition to prevent disruption. If staff act quickly it is highly likely that control measure will all time to remedy initial issues to ensure tolerable Health and Safety.	tolerable	Yes	Lead controls: staff present	NA
Unsupervised access into Rayner Stephens through the link corridor.		Preventative / Educational	Single layer of Rayner Stephens security boundary. Rayner Stephens is a safe, secure, school, environment under full safeguarding requirements of all schools- no concerns with Rayner Safeguarding and Security have been raised. Pupils must be aware of the internal access to Rayner Stephens- there is a magna lock door approximately 30m into Rayner Stephens but possible access to D&T rooms. Staff must make especially sure that pupils are supervised on this corridor according to their risk assessment. In the light of reduced inclusion links with RS, Cromwell is in the process of commissioning a magna lock for this door to prevent disruption. If staff act quickly it is highly likely that control measure will all time to remedy initial issues to ensure tolerable Health and Safety.	tolerable	Yes	Lead controls: staff present	NA
Vandalism or items left by trespassers		High	School has 24 hour monitored CCTV with speakers for the monitoring service to warn trespassers off the premises and/or call the police. Reports of intrusion are passed to school for further investigation. Playgrounds and Forest School are checked for any left items or damage before use each day.	tolerable			

***or will further control measures be required? (Detail any additional measures)**

Date of next scheduled review: Autumn 2023

High	<p>Risk of regular significant injury/illness. Foreseeable possibility of occurrence over time and the foreseeable possibility of resulting in a serious and life-threatening injury OR Although rarely could result in the fatality of one or more individuals</p>
Medium	<p>Regular minor injury/illness. Unlikely to occur, but if it did it there is a foreseeable possibility of it resulting in at least significant illness, injury or equipment damage. OR Could occasionally result in a serious injury, illness or equipment damage. OR Although rarely, could result in death or serious and life-threatening injuries.</p>
Preventative / Educational	<p>Actions needed to seek to prevent low level (from a H&S perspective) but disruptive risks, damage to property or promote educational outcomes (eg socially acceptable / independently safe behaviour)</p>
Tolerable	<p>Foreseeable possibility of occurrence over time but likely to result in minor illness, injury (requiring minor first aid but not requiring time off work/school) or equipment damage OR Unlikely to occur, with low possibility that it could result in a significant injury, illness or equipment damage with over 3 days absence. OR Unlikely to occur, with very unlikely that it could to result in death or serious or life-threatening injury. OR Is very unlikely to occur and unlikely to result in death or serious or life-threatening injury.</p>