

**Risk Assessment Form
(front)**



Student Name:		Course Title:	
Location of Activity:			

What could cause harm? Enter each hazard	How might the student be harmed?	What are the existing or planned risk controls?	Residual level of risk Low/Medium/High	Is further action needed?

Student Signature:		Assessor Signature:	
Dated:		Dated:	

NB: Ensure that the form is completed in collaboration with the student and that all information is treated as confidential and stored in line with your organisation's policy on Data Protection.

1. Identify Potential Hazards to Student – List the significant hazards which you are about to assess. Only undertake risk assessment of hazards which could cause serious harm to a person or affect several persons, e.g. working on certain types of machinery, with hot liquids etc

2. Detail how the student might be harmed whilst undertaking this activity.

3. Risk Control – What action has been taken to control the risk. The emphasis is on control and reduction of risk, not the complete removal of the risk e.g. working on a circular saw. The main hazard is through the cutting action of the saw, the risk is serious harm to the arm or hand. The risk control methods are the use of appropriate guards and safety devices, restriction on usage to competent or trained staff, isolation systems to prevent unauthorised use.

4. Level of Risk

	Very unlikely to occur (No known history of harm)	Unlikely to occur (Unlikely sequence of events to cause harm)	Possible may occur (Foreseeable but in unusual circumstances)	Likely to occur Foreseeable under normal circumstances- has occurred before)	Very likely to occur (Harm known to occur from previous events)
Negligible impact (No visible injury or harm)	LOW	LOW	LOW	LOW	LOW
Slight impact (minor injury – no long term harm)	LOW	LOW	LOW	MEDIUM	MEDIUM
Moderate impact (Injury or disease causing time off work)	LOW	LOW	MEDIUM	HIGH	HIGH
Severe impact (Lost time accident with major injury or serious disease)	LOW	MEDIUM	HIGH	HIGH	HIGH
Very severe impact (Long term disability or death)	LOW	MEDIUM	HIGH	HIGH	HIGH

5. State if you are still not satisfied with the present risk control methods. Refer matter to a supervisor or other member of staff.

Level of Risk	Proposed Action
Low	There is minimal risk to the student or others. They can proceed to take part in the course, though some minor adjustment to practice may be required.
Medium	There is moderate risk to the student or others. Discuss what reasonable adjustment to practice could be put in place to reduce the risk.
High	There is high risk to the student or others. They should not proceed with the course in question. The teacher or trainer should advise the applicant about looking for alternative courses

NB: For suggestions about adaptations that could be made to ensure the student is included on the course, refer to <http://www.ettad.eu>