



Risk Assessment

Summer Fayre



Chesswood Junior School



Risk Assessment Form

Circumstance, Activities e.g. classroom, school fair	Summer Fayre	Explanatory Notes e.g. brief overview of timing, frequency and key information Summer Fayre organised by Friends of Chesswood to raise money for the school. Takes place from 5pm – 7pm. Usually located on school playground unless inclement weather ensues – then to move inside school. Risk Assessment will be adapted should this occur.
Name of lead assessor	Kate Brown	
Signature of Assessor		
Last updated	2 nd May 2022	

Risk points for S & L	Severity of Harm (S)	Likelihood of harm occurring (L)	Risk rating
1	No injury or illness	Very Low	0-4 Insignificant Risk
2	1 st Aid injury or illness	Very Unlikely	5-9 Low risk
3	Minor injury or illness	Unlikely	
4	Over 3 day injury or illness	Likely	10-15 Medium Risk
5	Major injury or illness	Very Likely	16+ High risk
6	Fatality, disabling injury or illness	Almost Certain	

Example: School Drop Off – Gate management leaving gates unlocked S6 x L3 = 15 therefore medium risk. Considerations if a young child left the school premises, especially in a distressed state they could be involved in a road traffic accident. If they were involved in an accident it is reasonable to assume it could be fatal or disabling. That said, children are typically cautious near roads and therefore it is unlikely that an RTA would occur (although it is possible!).



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Hazards What could cause harm & type of harm	Persons likely to be exposed	Basic Control measures Agreed Control measures that must be used	Residual risk with control measures		
			Severity of Harm (S)	Likelihood of harm (L)	Risk Rating
First Aid Injury	Adults and Children	<p>First Aid Station to be allocated.</p> <p>Event to be spaced out evenly in the playground and on the field.</p> <p>Staff allocated to specific areas.</p> <p>Access to event to be restricted to the south playground gate – main event to take place on the Upper School Playground and Field.</p>	2	4	8
General Child Safety	Pupils	<p>All children who are running stalls at the event must have at least one adult supervising. This should be confirmed when the stalls are allocated.</p> <p>Event open for Chesswood families, feeder school families and the wider community. Staff member or Governor to be on gate to monitor entrance at all times.</p> <p>School Office computer to be on during event with SIMS to enable contact with parents if necessary.</p>	2	2	4



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BBQ – Hot Food	Adults and Children	Hot food cooked and served at BBQ. Barrier to be erected around food preparation area to ensure safety.	2	2	4
Exiting event – losing children, road traffic accident, accident on playground whilst playing.	Pupil	Staff member or Governor to monitor front entrance during event. School building to be locked – apart from Year 4 for toilet access and Front Office accessible for staff only.			
Outside Providers	Pupils	All outside providers to have DBS check.			
Further Control Measures					
Record of incidents and near misses					