

**NEWTON FIELD CENTRE
GENERIC RISK ASSESSMENT INDOOR**

Activity	Significant hazard	Group of people especially at risk	Existing controls	Further action required or estimation of risk
Welcome and briefing in classroom	Slips and trips	Students Visiting staff	Steps, uneven floors and high stools pointed out to visitors Students instructed to move around carefully with consideration for others in building	Remaining level of risk low
	Fire	Students Visiting staff Centre staff	Fire exits/assembly pointed out to visitors (see fire risk assessment)	Remaining level of risk low
Break/lunchtime	Water/soil borne infections	Students Visiting staff Centre staff	Wash hands before lunch and after working outdoors or handling outdoor material. Sit at the tables provided to eat lunch.	Remaining level of risk low
	Slips and trips	Students Visiting staff Centre staff	Students warned to take care when using spiral staircase and asked to use washrooms sensibly Students to be supervised by visiting staff at lunchtime Clear up any spills promptly and tidy up before stating afternoon session	Remaining level of risk low
Classroom practical	Equipment such as microscopes unfamiliar to students	Students	Demonstrate how to use equipment safely	Remaining level of risk low
	Chemicals used for testing soil, rock or water samples	Students Visiting staff Centre staff	Follow COSHH guidance	Remaining level of risk low

*The above risk assessment assumes that students are adequately supervised, follow instructions, behave sensibly, and are suitably dressed. Activities may have to be curtailed if this is not the case.

Reviewed by Georgina Hand 7/08/2017