

Risk area:

## ELECTRICAL EQUIPMENT

<b>Assessment performed by:</b>	Project Director and or Co Director and preferably both
<b>Workplace:</b>	<i>Harwes Farm CIC</i>
<b>Employer:</b>	

Some Potential Hazards in this Risk Area	Estimated Risk Level			Some Useful Controls in this Risk Area	Action Dated
	High	Med.	Low		
1. Faulty equipment			✓	1. Health & Safety Policy	Apr 2015
2. Electric shocks			✓	2. Electrical appliances tested annually by qualified electricians	Apr 2015
3. Accidental tripping of switches on site			✓	3. Fire extinguishers and other standard fire precautions	Apr 2015
				4. Inventory kept of all tests on electrical appliances	Apr 2015
If one of these hazards is identified, please tick (✓) the level of risk, and indicate the date when any consequent controls were put in place. For additional hazards and/or control measures, please use the table below.					

Additional Hazards Identified	Estimated Risk Level			Control Measures to be Instituted	Action Dated
	High	Med.	Low		
				The Project Director and or Co Director walk around the site before and after each visit to check for safety	01/04/15

<b>People at risk (✓):</b>		<b>Staff</b>	<b>Parents</b>	<b>volunteers</b>	<b>Visitors</b>	<b>Contractors</b>
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<b>Employees informed of risk assessment via all of the following means:</b>	1. Urgent announcement (if deemed necessary) 2. Copy of this RA to all staff 3. Copy of RA on notice boards and wherever else appropriate
<b>Employees to report newly-identified hazards via:</b>	Written notification to <i>Project Director and or Co Director, preferably both</i>
<b>Date of next assessment:</b>	Spring 2016
<b>Assessment frequency:</b>	Annually
<b>Date:</b>	<b>Signed:</b>