

**RISK ASSESSMENT**

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| DirectorateYoung Peoples and Children’s Services | **Location** Woolston 6th Form College | **Service** Education | **Date of Assessment**September 2023 | **Review Date**Annually |
| Name of Assessor Dale Holden | **Position of Assessor** Teacher | **Signature**  |

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| Title and Ref. Number of Task Fire safety 00058 |

| Hazard | **Persons at Risk** | **Potential Harm** | **Existing Control Measures** | Risk Rating**(H/M/L)** | **Further Action Required** | **Residual Risk (H/M/L)** |
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| Injuries arising from the effects of smoke and/or fire | **Staff****Students****Visitors** | **Smoke inhalation****Death****Burns**  | * Fire safety training delivered annually in Sept inset days for all staff
* Fire evacuation plans on display in each room in college
* Symbolised fire plan for students up in every classroom, therapy room, food tech room, common room and bathrooms
* Staff, visitor and student attendance registers maintained
* Staff trained in fire safety – fire wardens trained annually and poster in college detailing who is fire warden
* Fire exit signs clearly visible throughout the college
* Staff to escort students out of building to designated fire assembly point at side of building
* Termly fire drills completed with all staff and students- records kept
* Weekly check of fire alarm system by caretaker
* Quarterly check on fire signage, door closures etc. and record kept in H&S file in front office
 | L | Rubbish removed from classrooms on a daily basisClassroom and building kept tidy and clutter freeElectrical sockets not overloaded |  |
|  |  |  | * COSSH register
* Fire extinguishers throughout building
* Fire alarm system in place that will alert fire brigade in emergency situation
* Fire safety management plan in operation and updated yearly
* Fire Risk Assessment adhered to and updated annually
* Staff inc all supply and volunteers receive induction showing exits and assembly point in case of fire
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