

**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 basis  Classroom and building kept tidy and clutter free  Electrical 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 |  |  |  |