

## Risk Assessment for St Andrew's, Carters Green, West Bromwich

Route	Hazards	Risks	Likelihood of harm	Control Measures
Enter from Dudley Street	Uneven paving slabs	Trips, falls	Slight	School personnel to ensure pupils: <ul style="list-style-type: none"> <li>walk in an orderly manner</li> <li>pay attention to where they are walking particularly where paving is uneven.</li> </ul>
Enter from Cordley Street	Kerb from car park to path Uneven paving slabs.	Trips, falls	Slight	School personnel to ensure pupils: <ul style="list-style-type: none"> <li>walk in an orderly manner</li> <li>pay attention to where they are walking particularly to kerb and where paving is uneven.</li> </ul>
Enter church (via door facing YMCA)	Two steps Self-closing door	Trips, falls Trapping/pinches	Slight provided pupils walk in an orderly manner and hold door open whilst entering.	School personnel to ensure pupils: <ul style="list-style-type: none"> <li>walk in an orderly manner</li> <li>pay attention to where they are walking</li> <li>take care at entry through self-closing door.</li> </ul>
Enter church (via door facing Dudley Street)	Self-closing door	Trapping/pinches	Slight provided pupils hold door open whilst entering.	School personnel to ensure pupils: <ul style="list-style-type: none"> <li>take care at entry through self-closing door.</li> </ul>

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West End	Prayer desk, chairs, furniture Possibility of display boards	Collision with fittings, trips	Slight provided pupils are alert to where they are walking.	School personnel to ensure pupils: <ul style="list-style-type: none"> <li>walk in an orderly manner</li> <li>pay attention to where they are walking</li> </ul>
	Lit candles in votive stand	Burns, fire	Serious if pupils come into contact with lit candles/hot wax.	School personnel ensure pupils do not move approach candles.
Area giving access to Church Centre.	"Concertina" Doors	Pinch risk from operation	Slight provided doors are operated correctly.	School personnel to ensure pupils: <ul style="list-style-type: none"> <li>do not open or close doors themselves</li> <li>pay attention to where they are walking</li> </ul>
		Full height glass panels	Slight provided pupils are alert to where they are walking.	
Nave	Chairs, furniture	Collisions with fittings, trips	Slight provided pupils are alert to where they are walking.	School personnel to ensure pupils: <ul style="list-style-type: none"> <li>walk in an orderly manner</li> <li>pay attention to where they are walking</li> </ul>
Side Aisle (Liturgical North)  (Note: Left hand aisle if facing altar)	Steps around font	Trips and falls	Slight provided pupils are alert to where they are walking.	School personnel to ensure pupils: <ul style="list-style-type: none"> <li>walk in an orderly manner</li> <li>pay attention to where they are walking</li> <li>Do not attempt to move statue.</li> </ul>
	Chairs, furniture	Collision with fittings, trips		
	Statue of Mary and Jesus	Collision with statue.		

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Side Aisle (Liturgical South) (Note: Right hand aisle if facing altar)	Flags, banners and stands  Desk, chairs and furniture	Risk from toppling  Collisions with fittings, trips	Slight provided pupils do not collide with or attempt to move or handle flags, banners or stands  Slight provided pupils are alert to where they are walking	School personnel to ensure pupils: <ul style="list-style-type: none"> <li>walk in an orderly manner</li> <li>pay attention to where they are walking</li> <li>do not handle flags.</li> </ul>
Chancel	Choir stalls  Steps to pulpit.  Steps between Nave and Chancel  Processional Crosses	Trips, falls  Trips, falls  Trips, falls  Toppling if clasps opened	Slight provided pupils are alert to where they are walking.  Serious injury if pupil fell from steps leading up to pulpit.  Slight provided pupils are alert to where they are walking and take care on steps.  Serious injury if metal cross fell and hit pupil	School personnel to ensure pupils: <ul style="list-style-type: none"> <li>walk in an orderly manner</li> <li>pay attention to where they are walking</li> <li>if pupils need to access pulpit supervision is required.</li> <li>Ensure pupils do not tamper with fittings holding processional crosses.</li> </ul>
Sanctuary	Altar Rail  Step into chancel and up to altar  Furniture  Lighted candles (on occasion)	Collision with rail  Trips, falls.  Trips, falls.  Burns	Slight provided pupils are alert to where they are walking.    Serious if contact made with lighted candles	School personnel to ensure pupils: <ul style="list-style-type: none"> <li>walk in an orderly manner</li> <li>pay attention to where they are walking particularly when using the steps</li> <li>do not touch lighted candles.</li> </ul>

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Lady Chapel	Steps giving access	Trips, falls	Slight provided pupils are alert to where they are walking.	School personnel to ensure pupils: <ul style="list-style-type: none"> <li>walk in an orderly manner</li> <li>pay attention to where they are walking particularly whilst using the steps.</li> </ul>
	Furniture	Trips, falls		
Area around organ	Steps giving access to Organ console.	Trips, falls	Slight provided pupils are alert to where they are walking	School personnel to ensure pupils: <ul style="list-style-type: none"> <li>walk in an orderly manner</li> <li>pay attention to where they are walking</li> <li>Do not attempt to lift lid of organ or sit on organ stool</li> <li>Do not operate equipment without supervision.</li> </ul>
	Organ	Pinch risk from organ lid Falls from organ stool.	Serious injury if electrical equipment misused.	
	CD/Tape Player	Electrical equipment.		
Church Centre	Kitchen	Burns and scalds	Serious if contact made with hot objects or hot water.	School personnel to ensure pupils: <ul style="list-style-type: none"> <li>Do NOT enter kitchen</li> <li>walk in an orderly manner</li> <li>pay attention to where they are walking particularly when using the stairs</li> <li>Use handrail on stairs</li> </ul>
	Self closing doors to passageway, toilets and first floor rooms.	Trapping/pinches	Slight provided pupils hold doors open when entering.	
	Stairs to First Floor	Trips and falls	Slight provided pupils take care on stairs and use handrail.	
	Furniture in meeting rooms	Trips and falls	Slight provided pupils are alert to where they are walking.	