



Silverstream School
Te Kura o Mawaihakona

Silverstream School Health and Safety Identification Sheet

Risk Assessment Table *This MUST be completed.

**Note: if the health/safety issue is urgent let Principal/Caretaker know immediately
PLEASE ADD TO THE TOP NOT THE BOTTOM OF THE FORM BY ADDING A ROW ABOVE**

Consequence Likelihood	1 Insignificant	2 Minor	3 Moderate	4 Major	5 Catastrophic
1 Rare	Low1	Low2	Low3	Medium4	High5
2 Unlikely	Low2	Low4	Medium6	High8	High10
3 Possible	Low3	Medium6	High9	High12	Extreme15
4 Likely	Medium4	High8	High12	Extreme16	Extreme20
5 Almost Certain	High5	High10	Extreme15	Extreme20	Extreme25

Health and Safety Item <i>(note maintenance items need to be put on the <u>separate maintenance sheet</u>)</i>	Concern	Proposed Action	Person Responsible for addressing this	Proposed Completion Date	Level of risk to safety* eg Low4	Actual Completion Date (Caretaker/ Principal to complete)
Ramp outside Room 3	A number of students slipping over on the ramp -esp when wet - can be quite slippery esp close to the building	Stip of grip across the whole of the ramp (currently only goes part of the way across?)				No risk assessment completed by person concerned. Believe to be low level with existing grip tread

						<i>installed. DW 29/5/23</i>
Handrail between Rooms 16 & 17 LHS facing the building	It's come out of the ground	Secure	Tracer			<i>Removed awaiting replacement from Tracer. DW 25/5/23</i>
Broken toilet seat in the boys toilet	Bolt is sticking up at the back of the seat	<i>Fix :)</i>		<i>Caretaker?</i>	Low2	<i>Seat put back on. DW 25/5/23</i>

Completed or actioned items 2023

Staff Carpark - 2/2/23 D Welch	Staff and visitors are occupying disability parks without disability cards. Blocking exits and turning bay designed to allow safe exiting.	<i>Establish TMP. Educate and enforce safety procedure.</i>	Principal	<i>asap</i>	<i>High 12</i>	<i>TMP in place. New signage, line marking and staff H&S education provided. 6/3/23</i>
Room 16 - sliding doors of breakout rooms	When doors close children's fingers get shut in the door	Caretaker will discuss with Tracer and Principal to see what action if any needs to be taken with regards to function of the sliding doors.	Amanda Stott-Builders mentioned it on handover day and said they would fix it.		3	As with all doors, fingers can be accidentally jammed. The risk assessment was a low 3. Good supervision along with educating students of the potential hazards in classes should be sufficient at this assessment. DW 16/5/22

Room 16 - deck	Slippery when wet				2	The risk assessment was a low 2. Educating students of the potential slip hazard should be sufficient. DW 16/5/22
Room 16/17/18 and Room 6 Deck/Exterior Doors	When anyone walks along the deck and a door opens they can easily get hit with the door	? Not sure there is an easy solution to fix - clearly marked path on the opposite to walk along ?			2/3	The risk assessment was a low 2. Externally opening doors are a common design of all classrooms. All classroom doors are see through which should help students to not open a door directly into another person. DW 16/5/22
Playground - fake grass	slippery when wet				2	The risk assessment was a low 2. Teachers educating students of the potential slip hazard should be sufficient. DW 16/5/22
Deck outside art resource room	Slippery when wet due to roof not extending by the ramp.					The risk assessment was a low 2. Teachers educating students of the potential slip hazard should be sufficient. DW 16/5/22
Wood around the swings	Children are swinging very high on the circular swings and then jumping off and	? Padded boundary ?			3/4	Duty Staff/Student monitors are in place to ensure students do not misuse

	at times hitting their head/body on the wood surrounding the swings					playground equipment and place themselves or others in harm's way. I recommend staff discuss at the next Hui the responsibility of staff to interrupt and discourage dangerous behavior. Soft fall substrate and timber edging meets playground requirements. DW 16/5/22
'Non-Slip' strips on deck and ramp from Room 1 down to the concrete	This is a regular hazard now, as screws 'pop' out as they age and rust. This causes the strips to flick up, kids and adults trip on them or scrape against the metal (I think) strips. They've gone beyond their 'best by' date and need replacing. Could be better served by replacing with a continuous non-slip surface?	Make Caretaker aware when a strip becomes loose to ensure they are replaced as they fail.	Staff, Students and Public can monitor faults. Caretaker to repair.	Ongoing maintenance.	3	Ongoing maintenance 18/5/22 DW
