|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **­­­­Expectant Mothers Name:** |  | | | | | |
| **Job Title:** |  | | | | | |
| **Completed by:** |  | | | | | |
| **Risk Assessment Guidance**  **Hazard:** Something with the potential to cause **harm**.  **To Assess Risk:** Using the **tables below**, consider **Severity** (S) and **Likelihood** (L) **without** Control Measures. **Multiply** (S x L)  If applicable, **add** the **Weighting** figure**.**  **Describe Control Measures:** Control measure(s) **reduce** the likelihood, **and/or** severity of **harm**, reducing **risk**.  **Re-assess Risk**, considering Severity (S) and Likelihood (L) **with** Control Measures in place.  **Multiply** (S x L) and, if applicable, **add** the **Weighting** figure **= Risk Rating** (with controls). | | | | | | | | |
| **Severity (S)** | | **x** | **Likelihood (L)** | **+** | **Weighting (W)** | **=** | **Risk Ratings (R)** | |
| Fatality = **5** | |  | Likely = **5** |  | Apprentice/trainee/inexperienced staff member/young person (15-18yrs) = **5** |  | **20 +** | Very High Risk |
| Injury (Specified injury / RIDDOR reportable) = **4** | |  | Probable = **4** | **15 - 19** | High Risk |
| Injury (requiring treatment and/or 3 to 7 day absence) = **3** | |  | Possible = **3** |  | Part-qualified/staff with less than 2yrs experience/persons aged 18-25yrs = **3** |  | **9 – 14** | Medium Risk |
| Injury (requiring treatment and/ or absence less than 3 days) = **2** | |  | Unlikely = **2** | **4 – 8** | Low Risk |
|  | Fully qualified/professional/ management/ and/or persons above 25yrs = **0** |  |
| Minor Injury = **1** | |  | Very Unlikely = **1** | **1 - 3** | Very Low risk |

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| **HAZARD** | **Assessment** | | | | **CONTROL MEASURES TO REDUCE THE RISK** | **Re-assessment** | | | |
| **S x L + W = R** | | | | **S x L + W = R** | | | |
| Manual handling heavy boxes of stationary | **4** | **3** | **0** | **12** | XXX shall not attempt carry out heavy lifting tasks. See [G28 Guidance](https://professionals.lincolnshire.gov.uk/downloads/download/126/manual-handling?downloadID=126)  XXX may benefit from completing the Manual Handling e-learning course – click [here](https://lincolnshire.learningpool.com/course/view.php?id=2249) | **4** | **1** | **0** | **4** |
| Tiredness | **3** | **3** | **0** | **9** | XXX is not expected to work more than 37 hours a week to meet the demands of the job. Any build-up of work to be discussed with Manager.  Some flexibility around start/finish/break times may be required. | **3** | **2** | **0** | **6** |
| Work-related violence | **3** | **3** | **0** | **9** | Any meetings with service users where violent behaviour is foreseeable are to be avoided, discuss with Manager where appropriate. See G15 for further info on Violence, click [here](https://professionals.lincolnshire.gov.uk/downloads/download/137/violence?downloadID=137).  Consideration should be given to whether an "Obris" lone worker device should be issued. See G23 Woking Alone, for further info click [here](https://professionals.lincolnshire.gov.uk/downloads/download/140/working-alone?downloadID=140). | **3** | **1** | **0** | **3** |
| Occupational stress | **3** | **2** | **0** | **6** | XXX to discuss any issues causing high levels of stress with Manager. Workloads will be reviewed. See G22 Managing Mental Health in the workplace, for further info click [here](https://professionals.lincolnshire.gov.uk/downloads/download/125/management-of-mental-health-in-the-workplace?downloadID=125)  Occupational Health can offer an external evaluation of mental health, see G10 Occupational Health HUB for further info click [here.](https://lincolnshirecc.sharepoint.com/sites/HSHub/SitePages/G10-Occupational-Health.aspx) | **3** | **1** | **0** | **3** |
| Display Screen Equipment | **2** | **2** | **0** | **4** | DSE online assessment to be completed via the SHINE system– Home and/or Office assessment (subject to ongoing review).  DSE e-learning to be completed, click [here](https://lincolnshire.learningpool.com/course/view.php?id=2255) to access course.  See [G13 DSE](https://professionals.lincolnshire.gov.uk/downloads/download/120/display-screen-equipment?downloadID=120) policy and guidance | **2** | **1** | **0** | **2** |
| Transmissible diseases e.g. COVID-19, Flu, Norovirus | **5** | **3** | **0** | **15** | Follow Government Guidance.  Further guidance on COVID can be found on the COVID webpage, click [here](https://professionals.lincolnshire.gov.uk/downloads/download/172/coronavirus).  If in doubt contact LCC Public Health for advice [Public Health - Homepage (sharepoint.com)](https://lincolnshirecc.sharepoint.com/sites/ACCW2/SitePages/Public-Health.aspx) | **5** | **1** | **0** | **5** |
|  | **5** | **3** | **0** | **15** |  | **5** | **1** | **0** | **5** |

**\*each square to be colour coded to suit the risk rating**

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| **Directorate:** | |  | | | **Team/Service:** | |  | | |
|  | | |  | | |  | |  | |
| **Managers Name :** | | |  | | | **Signature:** | |  | |
|  | | |  | | |  | | |  |
| **Date:** |  | | |  | | | | |  |

**Persons detailed below have read, understood, accepts and will follow/implement all controls within this Risk Assessment**

**(As applicable)**

|  |  |  |
| --- | --- | --- |
| **Name** | **Signature** | **Date** |
|  |  |  |