

<b>GENERIC RISK ASSESSMENT</b>		<b>Vehicles on school site</b>	
<b>Establishment:</b> Elmsleigh Infant and Nursery School	<b>Assessment by:</b> Ruth Samme	<b>Date:</b> 10/06/2024	
<b>Review Date:</b> 10/06/2025			

<b>Hazard / Risk</b>	<b>Who is at Risk?</b>	<b>Normal Control Measures</b> <i>(Brief description and/or reference to source of information).</i>	<b>Additional Control Measures</b> <i>(To take account of local/individual circumstances).</i>	<b>Risk Rating</b> <b>H/M/L</b>
<b>Vehicles parked outside school entrance</b> Obscured view Access restricted / blocked Death or major injury to pedestrian.	Parents Pupils Staff Public	<ul style="list-style-type: none"> <li>Co-operation of parents sought e.g. persuading them to park away from the entrance.</li> <li>Parents encouraged to walk their children to school.</li> </ul>	Consider Site Manager to place cones outside gates on opposite side to deter parking, blocking school gates.	Med/low
<b>Playtime.</b> Children running into path of vehicles to retrieve balls ,etc.	Pupils Staff	<ul style="list-style-type: none"> <li>Children's play areas should be sited away from parked cars or suitably segregated with appropriate barriers.</li> <li>Gates closed / locked at all times during school day.</li> </ul>	Playtime staff supervisors to be present.	Low
<b>Reversing vehicles</b> death or major injury to pedestrian, damage to building or other vehicle	Pupils Staff Visitors	<ul style="list-style-type: none"> <li>Provision of designated delivery points.</li> <li>Minimise vehicles allowed onto site, particularly during start and end of school day.</li> <li>Hedges and shrubs maintained to ensure maximum visibility.</li> </ul>	<p>Contactors and deliveries encouraged outside of School drop off and pick up times.</p> <p>Before and after school club in place to limit amount of vehicles on site at the same time.</p>	Low  Low

<p><b>Speeding vehicles</b> / death or major injury to pedestrian, traffic accident, damage to building or other vehicle</p>	<p>Pupils Staff Visitors</p>	<ul style="list-style-type: none"> <li>• Speed limit on site with clear signs and markings displayed</li> <li>• Communication of speed limit to staff and visitors.</li> <li>• Separate pedestrian and vehicle routes with physical segregation.</li> <li>• Traffic calming measures in place prior to higher risk areas, such as crossing points.</li> </ul>	<p>Supervisors on entry and exits monitoring vehicle/restricting speed onto site.</p>	<p>Low</p>
<p><b>Impact with vehicle, building or pedestrian</b> / death or major injury to pedestrian, damage to building or other vehicle</p>	<p>Pupils Staff Visitors</p>	<ul style="list-style-type: none"> <li>• Pedestrian routes clearly indicated</li> <li>• Clear rules for parents and regular site users regarding entry to the school grounds with vehicles.</li> <li>• Only permitted access to carpark – All staff, contractors and parents with a displayed blue badge. No other vehicles must enter the school carpark/ grounds without granted permission</li> <li>• Restricted access for vehicles (e.g. by closing the gates at the beginning and end of the school day).</li> <li>• Restrict delivery times (e.g. to avoid times when there is high pedestrian activity e.g. during lesson changes</li> <li>• Reception/school office clearly identified (e.g. by signage).</li> </ul>	<p>All external coaches for school trips to park in previously agreed safe space with school office</p> <p>Main School gates are automatically closed at set times restricting vehicle access. Intercom in place.</p> <p>Contactors and deliveries encouraged outside of School drop off and pick up times.</p>	<p>Med/Low</p>

**REVIEWS:****New signage to be purchased for school carpark**

- 5 mph stencil
- Stop sign stencil for outside school gates
- Pedestrian stencil for walk ways
- Clear signage for main reception
- Keep clear box for deliveries and waste collection services in yellow spray paint