

<b>Activities Covered by this Assessment</b>	Storage Sheds	<b>Reference:</b>	LRA05
<b>Site Address / Location</b>	1620s House & Garden	<b>Department / Service / Team</b>	Adult and Communities
Note: A person specific assessment must be carried out for young persons, disabled staff and new and expectant mothers conducting this activity			

Hazard (Something with a potential to cause harm)	Who might be Harmed & How?	Existing Controls (Consider Hierarchy of Control)	Initial Risk Rating (S x L)			Further Controls Required (Consider Hierarchy of Control)	Final Risk Rating (S x L)			Action Required		
			Severity	Likelihood	Risk Rating		Severity	Likelihood	Risk Rating	Who (Initial)	Date By: (--/--/--)	Done ?
Slip, trips & falls	Staff may be injured as a result of trips / slips, include bumps, lacerations and potentially fractures.	<ul style="list-style-type: none"> <li>Staff not to leave walkways obstructed with items.</li> <li>Greater awareness within the team in relation to slips and trips.</li> <li>Members of the team are first aid qualified.</li> <li>Local First Aid equipment is available in Green Cabin and Tearoom.</li> </ul>	M	L	L							

<b>Working at Height (Stepladders)</b>	<p>Staff may be injured as a result of a fall from height / contact with falling items. This may potentially result in death, broken limbs, or severe head injuries</p>	<ul style="list-style-type: none"> <li>Steps and ladders inspected pre-use and details recorded. Steps conform to EN131.</li> <li>Working at height training available on LCC training hub.</li> <li>LCC working at height guidance to be followed. This can be found on the intranet.</li> </ul>	M	L	L								
<b>Manual Handling</b>	<p>Staff may be injured when manually handling. Such injuries may result in strains &amp; sprains to the back and limbs.</p> <p>Staff may also need to lift / carry equipment on an occasional basis.</p>	<ul style="list-style-type: none"> <li><a href="#">LCC Manual</a> Handling e-learning to be completed by all team members.</li> <li>Shared lifting practices encouraged within team.</li> <li>Specific risk assessments will be conducted for New and Expectant mothers, and where staff require a specific risk assessment.</li> <li>Staff aware to inform line manager if they have any injuries.</li> <li>Items broken into manageable chunks.</li> <li>Twisting and stooping avoided</li> </ul>	M	L	L								

		<ul style="list-style-type: none"> <li>Heavy objects not to be stored above shoulder level.</li> <li>Consider Task, Individual, Load and Environment [TILE]</li> </ul>										
<b>Safe loads on storage racks or floor</b>	Staff may be injured by the storage racking breaking or the floor giving way	<ul style="list-style-type: none"> <li>Ensure that racking and shelves are maintained and services in line with manufacturers' instructions.</li> <li>Ensure acceptable weights are known, and items that are too heavy are not placed on them.</li> </ul>	H	L	M	Place labels on racks stating the maximum safe weight. Place labels on entrance to loft storage stating maximum weight acceptable on floor. Will reduce likelihood or error	H	L	M	Supervisor	Mar 25	

To add more rows to the risk assessment, place the cursor within the last row right click and select insert row below.

During this activity, what could go wrong resulting in an emergency situation?	Lack of awareness of the LCC services and provisions which are in place to prevent emergency situations arising. Managers to ensure that their teams are trained and that there are sufficient fire marshals, first aiders and mental health first aiders in place to cover all shifts.
How could this emergency situation be prevented / controlled?	Management must ensure that emergency preparedness is in place including adequate resources, co-operation between parties, induction, training, and supervision. Employees to co-operate with their employer's policies and procedures.
Who should respond to a potential emergency situation and how? Have staff been trained to respond to this emergency situation?	
Could any non – routine changes affect the safety arrangements in place for this activity? (E.g. weather, people, equipment etc.) What can be done?	Teams should be prepared for extreme weather conditions where loss of staff may occur.

Risk Assessor (s) Name(s):		Risk Assessor(s) Signature (S):		
	Genna Bowley			
Authorised By:	Liz Esnouf	Authoriser Signature:		
Date Conducted:	21 November 2024	Date Review Due	Date of Review	Initial
		21 November 2025	18 March 2025	LE

Potential Severity of Harm	<b>High</b> Death, paralysis, long term serious ill health.	<b>Medium</b>	<b>High</b>	<b>High</b>
	<b>Medium</b> An injury requiring further medical assistance or is a RIDDOR incident.	<b>Low</b>	<b>Medium</b>	<b>High</b>
	<b>Low</b> Minor injuries not resulting in any first aid or absence from work.	<b>Low</b>	<b>Low</b>	<b>Medium</b>
		<b>Low</b> The event is unlikely to happen.	<b>Medium</b> It is fairly likely to happen.	<b>High</b> It is likely to happen.
Likelihood of Harm Occurring				

#### Risk Rating Definitions

<b>Low</b>	This is an acceptable level of risk. No further controls are required as the risk rating cannot be reduced any further. However, it is advised that continual monitoring occurs in order to ensure that no changes / deviation of control measures occur.
<b>Medium</b>	It is advised that further controls are implemented to reduce the risk rating to as low a level as possible. If the risk cannot be reduced to lower than a medium, then on site monitoring should occur to ensure that all stipulated controls are being adhered to.
<b>High</b>	This is an unacceptable risk rating. Urgent interim controls should be implemented to reduce the risk so far as is reasonably practicable. If the risk rating cannot be reduced to lower than a <b>High</b> , then a documented safe system of work should be implemented to control the activity. It may be necessary to seek further professional advice. Serious considerations should be given to the validity of carrying out the activity at all. Regular monitoring of the activity should occur.