



# Risk Assessment Record

Risk Assessment of: Generic Patterdale Hall Buildings RA

Assessor(s): TT

Date: December 2023

<b>Overview of activity / location / equipment / conditions being assessed:</b>		A Generic Broad Brush RA covering all buildings at Patterdale Hall – Specific places will be covered elsewhere but these generic aspect will not.	
<b>Generic or specific assessment?</b> Specific		<b>Context of assessment</b>	
<b>Hazard(s) identified</b>	<b>Persons affected</b>	<b>Existing controls</b>	<b>Additional controls required</b>
Fire	All users	Comprehensive Fire Risk Assessment is in place for all aspects of the site. This is reviewed annually. Fire officers have also visited the site. Daily, Weekly and Monthly checks in place, including emergency lighting. Extensive analogue addressable fire alarm system covers the main residential building with analogue system covering the Coach House. All fire alarms last 24 hours without mains power, 30 minutes sounding.	
Water Safety (temperature and Legionella)	All users	Comprehensive Water Risk Assessment for the site with management procedures. Monthly temperature testing Weekly Flushing Routine system cleaning TMV's and TCV's fitted to all outlets	
Asbestos	All users	A comprehensive Asbestos survey has been completed for the site and is reviewed bi-annually All asbestos has been removed from public areas of the site and no management controls are in place. Surveys always completed before further renovation projects. See survey for more details.	

Electrical	All users	Regulatory Fixed wire inspection testing in place for full site. Programme of Portable Appliance testing in line with PATs Policy. Staff trained to check appliances before use. Multiple double and USB sockets in bedrooms. Housekeeper daily checks of guest rooms. Wet central heating systems has reduced the use of portable electric heaters.	
Pests within the building	All users	Pest contract in place for routine and reactive management of all pests. Includes Wasps nests, woodworm, rodents etc. All poison in secure pest containers.	
Building Projects and Developments	All users	Specific Risk Assessments in place for general and specific activities and full RAMS reviewed for more major building projects with third parties. Managed separately by the BS Estates Staff team in conjunction with Patterdale Hall Management.	
Doors	All users	Door Closures adjusted as required for suitable closing speeds Finger guards in place on all relevant doors. Operation of doors checked as PPM	
Maintenance and Defects	All users	All staff to report defects into the maintenance book, or via the staff whatsapp group. and to the management. PPM Schedule in place Internal management procedures between school estates Hall management and selected contractors. Able to repair or quarantine.	
Windows	All users	Window restrictors fitted to all winders off the ground floor Damaged glass made safe and repaired when required	
Security	All users	Code locks on all external access doors. Clear signage across the site. Visitor reception and signing in procedure in place, including visitor badges on lanyards. CCTV covering driveway, courtyard, main entrances and other key areas of the site.	
COSHH	All users	Secure storage of dangerous materials. Careful selection of appropriate materials COSHH data sheets for all materials.	
Stairs and Stairways and Landings	All users	Kept unobstructed and free from debris	
Floor Coverings	All users	Floor coverings to be maintained in a good condition and re-secured as required Appropriate slip resistance for the use	
Furniture and Equipment	All users	All furniture to meet current fire regulations in line with FRA Maintained in good conditions and monitored by Staff Defects reported in agreed manner (see above)	
Low doorways and head hitting obstructions	All users	These areas to be signed and padded where possible. Ongoing review.	

Unfamiliar location	Guests	A welcome talk is given to all young people staying in the buildings, identifying appropriate behaviour and setting ground rules A welcome briefing note is provided to all adult visitors with relevant information A visiting leader information pack is in place and sent out to trip leaders.	
Guests or staff with additional needs	Guests of staff	A PEEP is completed in these circumstances and agreed between relevant parties. Relevant additional measures are put in place, often involving a buddy system, designated staff support, alternative accommodation etc. See inclusion policy.	
Radiators and heating	All users	Changing room radiators in the Coach House are Low surface touch. Radiators in other parts of the property have TCV's to regulate the surface temperature and are set by domestic staff Daily.	
<b>Assessor signature(s):</b>		<b>Print name: Sean Duffy Tim Taylor</b>	<b>Review date: December 2024</b>