

Risk Assessment

Form No

A. Outline of activity or task to be assessed:

White Ribbon Walk

N.B. For further information and guidance please refer to the Risk Assessment Arrangements on the Intranet

Directorate:

Workplace/Team

Date of Assessment:

Date for Re-assessment 25/09/25

Name of Assessors:

Signature:

Manager/Headteacher:

Signature:

Hazard is something with the **potential** to cause **harm**. **Risk** is the **likelihood** of someone being hurt multiplied by the **severity** of the occurrence.

Level of risk = likelihood x severity

B. Risk Matrix – This section is used for guidance to complete section C.

5 x 5 RISK ASSESSMENT MATRIX

Increasing consequence or severity ↑	5	5 low	10 med	15 med	20 high	25 high
	4	4 very low	8 low	12 med	16 med	20 high
	3	3 very low	6 low	9 low	12 med	15 med
	2	2 very low	4 very low	6 low	8 low	10 med
	1	1 very low	2 very low	3 very low	4 very low	5 low
		1	2	3	4	5
Increasing likelihood or probability →						

PRIORITY OF ACTION

High 17 - 25 Unacceptable – Stop work or activity until immediate improvements can be made.

Medium 10 – 16 Tolerable but need to improve within a reasonable timescale, e.g., 1-3 months depending on the situation.

Low 5 - 9 Adequate but look to improve by next review.

Very Low 1 – 4 Residual risk acceptable and no further action will be required all the time the control measures are maintained.

Score	Likelihood / Probability	Description
5	Very likely / Almost certain	Event is expected to occur in most circumstances
4	Likely	Event will probably occur in most circumstances
3	Fairly likely / Possible	Event could occur at some time
2	Unlikely	Event is not likely to occur in normal circumstances
1	Very unlikely	Event may occur only in exceptional circumstances

Score	Consequence/Severity	Description
5	Catastrophic / Severe / Fatality	Death or permanent disability to one or more persons
4	Major injury / ill health	Hospital admission required, eg, broken arm or leg
3	Moderate (over 7 day injury)	Medical treatment required, over 7 day injury
2	Minor injury / ill health	First aid is required
1	Insignificant / no injury	Injuries not requiring first aid treatment

C. Use information from section B to identify level of risk for each hazard

HAZARD		Who's Affected	Existing Controls	Risk Level Low/Med /High	What else is required	Risk Level Low/Med /High	Action	
							Who	When
1	Road traffic; being hit by vehicles	Persons on walk	<p>The route will be planned to:</p> <ul style="list-style-type: none"> • minimise road crossings • Use pedestrian crossings • Avoid busy roads • Ensure pedestrian footpaths are available and to utilise 'Pedestrian Zones only' • Provide suitable number of marshals (wearing high vis) to monitor the group and traffic. 	Low				
2	Persons with disabilities; various hazards associated with the disability.	Persons with poor mobility, deaf, blind etc	<ul style="list-style-type: none"> • The route will be planned to ensure DDA compliance – ramps, dropped curbs, flat even surface. Avoiding steps and any other potential barriers. • If suitable, persons can be buddied to support them. This must be assessed on an individual basis and in consultation with the individual concerned. • Provide suitable number of marshals (wearing high vis) to 	Low	Consider contacting all participants in advance, asking if they have any disability or medical condition, where additional support can be arranged.			

			monitor the group, ensuring all marshals are aware of disabled people, the disability (if not obvious) and to provide assistance if required.					
3	Medical conditions	Persons on walk	<p>As above plus:</p> <ul style="list-style-type: none"> Consider additional first aid cover – EFAW minimum cover, FAW preferred where the risk increases. Consider identifying the nearest locations of defibrillators using the link provided. 	Controlled	<p>DefibFinder - find the defibrillators nearest you.</p> <p>Emergency First Aid at Work (EFAW) – Provides basic first aid</p> <p>First Aid at Work (FAW) provides more in-depth training and better protection.</p>			
4	Emergency response required	Persons on walk	<ul style="list-style-type: none"> A walk leader will be in place to arrange the required suitable response. Marshals will have a means of communicating to the group leader – depending on the group size and anticipated background noise, this can be by calling/shouting them, use of walkie talkie (2 way radio), or mobile phone. <p>Suitable response includes:</p> <ul style="list-style-type: none"> Organising First Aid Having a standby vehicle/driver to collect the individual and take them to a 	Controlled				

			place of safety. <ul style="list-style-type: none"> • Calling for an ambulance • Calling for the police. 					
5	Low level injury	Persons on walk	A suitable number of First Aid trained persons will be available carrying portable kits. (Ideally the marshals)	Controlled				
6	Weather conditions	Persons on walk	<ul style="list-style-type: none"> • The walk leader will monitor the weather conditions leading up to the event (BBC weather etc) • Where possible, advise those participating on the expected conditions and appropriate clothing. • Marshals to be mindful of persons inappropriately dressed. Consider having spare rain ponchos & foil blankets. • If extreme weather is forecast, the event will be rescheduled. 	Low				
7	General behaviour, safety advice and arrangements.	Persons on walk	The walk leader will brief the participants on the: <ul style="list-style-type: none"> • The planned route. • Arrangements in place including the marshals. • What to do if assistance is required – speak to a marshal. • Highlight any particular high risk parts of the walk. • To remain mindful of 	Controlled				

			<p>others (the public) and not to cause an obstruction or nuisance etc.</p> <ul style="list-style-type: none"> To keep to footpaths and remain mindful of traffic, including bicycles & especially electric vehicles which cannot be heard approaching. 					
8	The meeting & departure point – parking, pedestrian safety, moving vehicles.	Persons on walk	<ul style="list-style-type: none"> As far as possible, identify the likely number of persons attending. Identify safe places to park and inform the participants. Identify a safe meeting point where persons can congregate and wait safely where there is no or minimal traffic. Prioritising the most vulnerable (children). If necessary, use marshals to direct groups and individuals whilst also monitoring any traffic. 	Controlled				
9								
10								

If more hazards are identified please add more boxes

<p>D. Safe Systems of Work to be outlined below by using the information in Section C once completed:</p> <ul style="list-style-type: none">

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E. Circulation List

Please list people who have been informed of the assessment.

[illegible]