

Table 1.3 Template for a risk assessment

School name:		Date of risk assessment:	
Activity venue:		Date of activity:	
Brief description of the nature of the activity:			
List of actual hazards	Who is affected	Risk rating (Low, Moderate or High)	
Key areas where potential hazards may occur		Control measures (action being taken)	
Group/pupils involved:			
Staffing details:			
Equipment:			
Venue/environment:			
Travel arrangements:			
Emergency procedures:			
RISK ASSESSMENT REVIEW			
Date of risk assessment review:			
Any significant changes affecting the risk assessment:			
Nature of the revision required to the risk assessment:			