

Significant Findings of Risk Assessment

Site / Premises: Rushey Mead Primary School	Assessment Carried Out By	Assessment Serial Number: RA21		
Department:	Name: Wendy West Signature: <i>W.A. West</i>	Date Carried Out or Reviewed	Date for Next Review	Reviewed By (Name)
Activity / Process: Therapy Dog – Harper	Responsible Manager / Team Leader etc Name: Natasha Jackson Signature: <i>N.A. Jackson</i>	01/09/2021	01/09/2022	W. West on 19/08/2022 and NJ (in progress)
		3.10.22	3.10.23	NJ

Risk Rating.

The Risk Rating process is provided for guidance only. It is the risk assessors' evaluation of the risks that is important, and this may differ from the result indicated by the risk rating matrix. Even after taking the risk rating into consideration employers still have a duty to ensure that sufficient and adequate control measures are in place to ensure that any remaining risks are kept as low as is reasonably practicable.

What are the Hazards? (What can go wrong)	Who might be Harmed & How ?	Existing Control Measures (What are you already doing to manage the hazards/risks?)	Risk Rating with controls in place			Additional Controls Required (Where the existing controls are insufficient to reduce the risk to an acceptable level) Use the scoring table below to assist in planning actions.	Action By Who ?	Action By When ?	Additional Action Completed (Initials)
			Likelihood	Impact / Severity	Risk Rating Score				
Canine related diseases and parasites	Pupils/ staff Ill health	<ul style="list-style-type: none"> Dog to have necessary and current vaccinations before coming into school. Vaccinations and other medical treatment is the responsibility of the owner Dog to have regular veterinary checks Dog will be kept free of fleas, ticks Dog to be bathed regularly Dog lives with owner when not in school and only visits at the agreed days/times 	2	3	6	All aspects of Harper's care are the responsibility of her owner/handler. Harper is covered by the school's public liability insurance certificate whilst in school.	NJ	Ongoing	NJ
Dog excrement and urine	Ill-health, slips and falls	<ul style="list-style-type: none"> Dog to be wormed on a regular basis Any excrement or urine will be cleaned up immediately and thoroughly disposed of responsibly and hygienically by the owner or at the time of the incident. The immediate area will be sprayed with disinfectant spray, which the school will supply. 	2	3	6	When Harper is out on a walk, the member of staff walking Harper, has poo bags to take with them and it is that person's responsibility to ensure the excrement is double bagged and disposed of responsibly and hygienically.	NJ	Ongoing	NJ

Hygiene/ Infection	Ill-health	<ul style="list-style-type: none"> • Adequate provision for hand-washing • Following contact with the dog, children will be advised not to touch any part of their face with their hands before hands are thoroughly washed • Children will be reminded to wash their hands after spending time with the dog • All wounds on exposed skin are suitably covered 	2	3	6				
Bites, cuts and scratches	Ill-health	<p>There will be no unsupervised contact with children.</p> <p>Dog closely supervised, kept under control and on a lead at all times during school day hours when moving around school between 7:50am – 4:15pm.</p> <p>The owner will have hold of the lead at all times when walking around school during core hours (see above). An additional lead can be attached so that children may 'help' to walk Harper for a short time which will be fitted once outside so as to not cause a potential trip hazard.</p> <p>Pupils and staff will be made aware of the procedures of meeting and handling the dog:</p> <ul style="list-style-type: none"> • Always remain calm around the dog • Don't make sudden movements • Don't stare into a dog's eyes as this could be interpreted as a threat • Don't put your face near the dog • Always approach the dog standing up • Do not disturb a dog that is sleeping or eating • Don't eat close to the dog and never feed the dog your food or other food/treats without permission <p>First aid kit held in Miss Jackson's office. The owner will ensure the dog is not abused or over petted to avoid any incidents. If the dog appears anxious or</p>	2	3	6	<p>Harper is a Labrador Retriever – she is very loving although can still get a bit excitable on meeting new people (can jump up in excitement with adults if they have their own dog), we are continuing to work on this, and it has vastly improved.</p> <p>Harper has been assessed for temperament by Therapy Dogs Nationwide through as assessor. She passed in August 2022 and this will be re-assessed each year.</p>	NJ	Ongoing	

		over-stimulated, she will be removed to a different environment, or the visiting session may be cut short							
Potential trip hazard	Staff fall / knocked down	<p>Dog closely supervised, kept under control and on a lead at all times during school day hours when moving around school between 7:50am – 4:15pm.</p> <p>At the beginning of a school day when the school dog and owner arrive on site (when there are few adults on site, Harper will be allowed to walk through school to the main office, off lead, under the control of her owner. If there are workpeople on site or unknown people in the school, Harper will be on her lead.</p> <p>At the end of a school day (after 4:15pm when staff who are nervous around dogs have left the building for the day,) Harper will be allowed to walk through school off lead to the exit, under the control of her owner. If there are workpeople on site, people unknown to Harper, or the staff who are nervous around dogs are still in school for training etc..., Harper will be on her lead.</p> <p>Harper will be on her lead during any staff meetings (when not at Doggy Day Care on a Wednesday), or twilight sessions, or where possible on these days, Harper will attend Doggy Day Care additionally.</p> <p>Harper will be off lead during Management meetings and Governor meetings and any other meetings she attends where all parties are comfortable around dogs.</p>	3	2	6	Harper is more excited in the morning on the walk through the school to her owner's office but will recall to her owner when the command 'Harper come' is used. There is a possibility that Harper's excitement could mean she is nearer to an adult than usual but in the 9 months we have been doing this routine so far, there has never been an incident.	NJ	Ongoing	NJ
Allergic reaction to dog	Ill-health	<ul style="list-style-type: none"> All parents/carers and members of the school community will be informed via the website, newsletters and letter home that there will be a dog on site and asked to inform the school if they or their child has an allergy to dogs or severe fear of dogs 	2	3	6	<p>Labrador with short coat.</p> <p>All allergy information will be collected before the dog is working with any children. A relevant file will be kept in the school office.</p> <p>A notice will be displayed in the entrance.</p>	NJ	Ongoing	

		<ul style="list-style-type: none"> Parents/carers of children chosen to regularly work with the dog will be contacted individually Owner will bring a dog blanket/bed to each session for the dog to lay on Areas where dog visits will be kept well ventilated First aid kit held in the main offices Pupils known to be allergic to dogs will not be allowed access to the dog Those thought to be highly allergic to dogs will have a statement included in their care plan/class teachers and school office to be made aware of this information Visitors to the school will be informed on arrival that there is a dog on the premises 							
Noise, barking	Anxiety	<p>Dog chosen is sociable and will not be left with children unsupervised at any time</p> <p>If problems occur, dog will be removed from the situation/school by the owner</p>	2	3	6	Any issues to be reported immediately to SLT.	All	Ongoing	
Fire drill and evacuation	Dog left in the building in an emergency	<p>The owner will be responsible for safely leading the dog from the building to a place of safety.</p> <p>Wherever possible, when the owner is not present to do this, the dog's harness must be on to evacuate as this is the best way to keep her safe in a challenging situation.</p> <p>If a fire evacuation happens when owner is teaching or not with the dog, she will get back to the dog asap or deputise for the day to someone who is able to evacuate the dog safely in her absence.</p>	2	3	6	Harness to be taken out with the dog on the lead and put on as quickly as possible once evacuated for her safety.	NJ / Deputised person	Ongoing	

Scoring Table

LEVEL OF RISK		OVERALL RATING		HOW THE RISK SHOULD BE TACKLED/MANAGED		
HIGH RISK		15-25		Immediate Management Action		
MEDIUM RISK		9-12		Plan for Change		
LOW RISK		1-8		Continue to Manage		
Likelihood (A)	5 Almost Certain	5	10	15	20	25
	4 Probable /Likely	4	8	12	16	20
	3 Possible	3	6	9	12	15
	2 Unlikely	2	4	6	8	10
	1 Very Unlikely / Rare	1	2	3	4	5
		1 Insignificant / Negligible	2 Minor	3 Moderate	4 Major	5 Critical / Catastrophic
	Impact (B)					

Risk Score

To calculate the Risk Score in the Risk Assessment Register above, simply multiply the Impact by the Likelihood to identify the level of risk as per the table above.

Risk Scoring Guide

Consider the potential harm or injury that could result from the identified hazard if an accident or incident were to occur, based on the table below.

Impact Criteria (B)	IMPACT	SCORE	HEALTH & SAFETY EFFECT
	Critical/ Catastrophic	5	Multiple deaths of employees, service users, members of the public, etc.
	Major	4	Death of an employee, service user, member of the public, etc.
	Moderate	3	Serious injury (acute, chronic or life-changing) to employee, service user or member of the public requiring medical intervention.
	Minor	2	Minor injury such as a bump or bruise that may require First Aid treatment and the person returns to work.
	Insignificant / Negligible	1	A day to day issue/problem but negligible harm would result.

Now consider the likelihood of that harm or injury being realised based on the expected frequencies in the table below.

Likelihood Criteria (A)	LIKELIHOOD	SCORE	EXPECTED FREQUENCY
	Almost Certain	5	Reasonable to expect that the event WILL undoubtedly happen/recur, possibly frequently and is probable in the current year
	Probable / Likely	4	Event is MORE THAN LIKELY to occur, will probably happen/recur, but is not a persisting issue. Will possibly happen in the current year and be likely in the longer term
	Possible	3	LITTLE LIKELIHOOD of event occurring. Not likely in the current year, but reasonably likely in the medium/long term.
	Unlikely	2	Event NOT EXPECTED . Do not expect it to happen/recur. Extremely unlikely to happen in the current year, but possible in the longer term.
	Very Unlikely /Rare	1	EXCEPTIONAL event. This will probably never happen/recur. A barely feasible event.