

Significant Findings of Risk Assessment

Site / Premises: Rushey Mead Primary School	Assessment Carried Out By	Assessment Serial Number: RA21		
Department:	Name: Natasha Jackson Signature: <i>Natasha Jackson</i>	Date Carried Out or Reviewed	Date for Next Review	Reviewed By (Name)
Activity / Process: Therapy Dog – Harper	Responsible Manager / Team Leader etc	Sept 2025	Sept 2026	NJ
	Name: Nitash Odedra Signature: <i>N.Odedra</i>			

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
			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/handler when not in school and only visits on agreed days 	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. She also has her own pet insurance.	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 (on the rare occasion this may happen indoors) 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	Additionally, 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 & disposed of responsibly & hygienically in the agreed refuse bin.	NJ	Ongoing	NJ
Hygiene/ Infection	Ill-health	<ul style="list-style-type: none"> Adequate provision for hand-washing 	2	3	6				

		<ul style="list-style-type: none"> Following contact with the dog, children will be advised not to touch any part of their face or mouth with their hands before hands are thoroughly washed Children will be reminded to wash their hands after spending time with the dog or to use the hand sanitiser around school for this purpose. All wounds on exposed skin are suitably covered 							
Walks in the school grounds		When outside in the school grounds on her walks during the day, the dog will be on lead where there are multiple classes outside in an area. Where there are fewer children outside, the dog can be off lead. She is very focused on her ball and chasing it when outside and to ensure she has exercise to get her relaxed and calm for sessions with the children.							
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 within the school building between 7:50am – 4:15pm.</p> <p>The owner will have hold of the lead at all times when walking in the school building 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 	2	3	6	Harper is a Labrador Retriever – she is very loving although can still get a bit excitable on meeting new people (can occasionally jump up in excitement with new adults and when in the school office area), we are continuing to work on this, and it has vastly improved.	NJ	Ongoing	

		<ul style="list-style-type: none"> Don't eat close to the dog and never feed the dog your food or other food/treats without permission <p>Dog First aid kit held in handler's office. The owner will ensure the dog is not abused or over petted to avoid any incidents. If the dog appears anxious or over-stimulated, she will be removed to a different environment, or the visiting session may be cut short.</p> <p>Students made aware and encouraged to follow the procedures and etiquette on meeting and handling a dog. Students and dog will always be under close adult supervision. Assemblies about this took place with every class last year (2023-24) and will happen with Reception and Nursery each academic year so all children are aware of how to behave and treat a dog.</p>							
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 within the school building 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, unknown people in the school, or members of staff in early who are nervous around dogs and on the route to the office, 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</p>	3	2	6	Harper is more excited in the morning on the walk through the school to her owner's office, but is most often on the lead during this time, 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.	NJ	Ongoing	NJ

		<p>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 & any other meetings she may attend where all parties are comfortable around dogs, otherwise she will be on lead or not in the meeting.</p>							
Phobias	Stress/ anxiety	<ul style="list-style-type: none"> • Staff who are anxious or have a phobia about dogs must let the school know asap. This information will be kept on file as are the children with allergies or a fear of dogs. • Where a member of staff has a fear/phobia of dogs, there will be communication around movement in school (where possible) so it is clear when Harper will be moving around within the school building. Part of the therapy dog's work is also to work with children who may be a bit scared/afraid of dogs. • Immediate removal from situations causing stress to the dog, staff or adults – this may be the member of staff or child removing themselves from the situation, dependent on the situation.. • Students, staff and visitors known to be fearful/ phobic or for any other reasons will not be working directly with the dog. Reasonable measures have been put into place to warn people if the dog is in/ passing through a communal area. Staff/ children will then have the opportunity to move away. • Signs about whether the dog is in school are by the sign in machine at the car park gate and on the door of the main school office. 							
Allergic reaction to dog	Ill-health	<ul style="list-style-type: none"> • All parents/carers & members of the school community will be informed via the website, prospectus, 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>	NJ	Ongoing	

		<ul style="list-style-type: none"> Parents/carers of children chosen to regularly work with the dog will be contacted individually Owner has a dog bed for each session for the dog to lay on in her office Areas where dog visits will be kept well ventilated Dog first aid kit held in handler's office 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/teachers & 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 via the sign on the main office door Lint rollers available in the handler's office to remove any dog hair for other children's allergy purposes. 				Letter sent annually to parents regarding fear of dogs or allergies, children starting in-year to have the letter as part of the admissions process			
Noise, barking	Anxiety	<p>The dog is sociable & 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, this will always be on lead.</p> <p>Wherever possible, when the owner is not present to do this, <u>the dog's harness must be on</u> 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 (if there is not time to do so prior to evacuation).	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

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.