

NSS Health and Safety Risk Assessment Form

Task / Activity / Area: Use of Cages, Kerb Ramp and Threshold Ramp for loading & unloading of session equipment			Date: 10 Mar 2025	Assessment No: NAT H&S RA 158 03			
<u>IDENTIFY HAZARD</u> Identify from the list on the back of this form what best describes the hazards associated with the Task / Activity / Area being risk assessed.	<u>ASSOCIATED RISKS</u> Identify from the list on the back of this form individuals who are likely to be at risk of injury or ill health from the hazards identified and briefly describe how that harm could be realised and to what extent.	<u>CURRENT CONTROL MEASURES</u> Provide details of all current measures in place designed to remove, reduce or control the risk so far as is reasonably practicable including reference to management systems such as Standard Operating Procedures, Work Instruction Documents or any other Safe System of Work Documentation currently in operation.	<u>RISK SCORE</u> Calculate the residual risk level for each individual hazard identified, using the matrix on the back of this form.	<u>FURTHER CONTROLS REQUIRED IF ANY</u> Where risks are not adequately controlled provide details of any further action you consider necessary to reduce the risks to an acceptable level.	<u>ACTION PLAN</u> Any outstanding actions should also be monitored and reviewed on the SBU H&S action plan. Put initials of individuals responsible for any action required.		
Hazard Category.	Who Could be Harmed and How?	What is Currently Being Done?		What Else Needs to be Done?	By Whom	By When	Done
14 Moving and Handling	SNBTS Staff Risk of musculoskeletal injury due to manoeuvring cages in tight spaces, pushing & pulling roll cage over uneven surface eg pavement, kerb or threshold ramp, pushing / pulling an overloaded or uneven load.	Manual handling practical training delivered yearly. Mandatory online Manual Handling training completed every 2 years. PPE (high viz, shoes gloves) issued and worn by all staff when manoeuvring cages, Care taken when guiding cages on to ramps, this is done by at least two members of staff. Load and route (ramps, members of public thoroughfare etc) assessed prior to manoeuvring cages, 2 members of staff to manoeuvre cages, one at front,	Minor Injury/ Possible = 6 Amber				

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		one at back. Equipment in cages must be stacked evenly. Only staff trained in use of ramps handle the ramp, stoppers on high edge of ramp must be butted up to kerb, this will ensure ramp does not slide off kerb.				
14. Moving and Handling	SNBTS staff/public: Risk of crush injury when manoeuvring roll cage through narrow spaces (doorways, along corridors), risk of finger entrapment in the cage mesh folding down or assembling roll cage,	Manual handling practical training delivered yearly. Mandatory online Manual Handling training completed every 2 years. PPE (high viz, shoes gloves) issued and worn by all staff when manoeuvring of cages, Supervision by team manager during manoeuvring of cages. A Banks person wearing high viz utilised where there is a risk of members of the public coming into contact with or crossing throughfare of cage route into and out of venue. All staff must take care and be observant of surrounding area when roll cage being manoeuvred. Equipment in cages must be stacked evenly; one staff member must be at front and one at back	Minor injury/ remote = 4 green			

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		of roll cage when mobilising. Care should be taken when opening cage door. Hands must not be placed on outside of cages, handles must be used.				
5 Slips/Trips	NSS Staff Risk of slips/ trips injury due to wet surface/ice, uneven flooring, obstacles.	Extra care to be taken in wet or cold weather. Grit/Salt should be used if available when very cold to stop ice forming. Staff wear safety shoes and gloves which are replaced when required. Venue assessment carried out by trained assessor every 3 years. Check route and assess environment (wet, mud, uneven surfaces, ice) before cages are taken off van and pushed into the venue, 2 members of staff to a cage, All access routes assessed prior to use, Threshold Ramp to be disassembled after use to prevent hazard. Identified member of staff to look out for any persons who may come in contact with a ramp	Minor Injury/ Possible = 6 Amber			

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		when in use.				
11 Environmental issues	SNBTS Staff Risk to staff wellbeing due to manoeuvring of cages in adverse weather, cold, heavy rain, snow, ice, high winds,.	Conditions for unloading and loading should be assessed by team manager before unloading commences, Staff must wear PPE (waterproof jacket and trousers, safety shoes, high viz and gloves) Extra care to be taken in wet or cold weather. Grit/Salt should be used if available when very cold to stop ice forming.	Health effect/ remote = 6 Amber			
18 Other (faulty cage)	SNBTS staff/public Accident due to faulty cage (broken mesh, damaged wheel)	Cages have a 6 monthly maintenance check carried out and any faults are reported using appropriate paperwork, the equipment should be clearly labelled as faulty and returned to session supplies	Minor injury/ remote = 4 green			
Risk Assessor:	Signature: as per QPulse	Name: [REDACTED]	Assessment Review Date: 08 MAY 2027			
Line Manager:	Signature: as per QPulse	Name: [REDACTED]				

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	HAZARD CATEGORY LIST	INDIVIDUAL CATEGORY LIST	RISK ASSESSMENT SCORING MATRIX					
1	Fire / Explosion *	1. NSS Staff	RISK RATING If the residual risk score is 15 or above (RED) then further control measures need to be implemented in order to reduce the risk to an acceptable level before work can continue.					
2	Electrical	2. Other NHS Staff						
3	Work vehicles & Plant	3. In house Maintenance Staff						
4	Moving Machinery	4. External Contractors	OUTCOME	LIKEL Y	PROB ABLE	POSS IBLE	REMO TE	IMPROB ABLE
5	Slip or Trip Hazards	5. Donors	FATAL Any injury or ill health reportable under RIDDOR which results in a fatality	25	20	15	10	5
6	Working at height	6. Patients						
7	Noise / Vibration *	7. Visitors						
8	Hazardous Materials *	8. Emergency Services Staff	MAJOR INJURY Any injury reportable under RIDDOR, requiring hospital treatment or resulting in permanent disability	20	16	12	8	4
9	Tools & Sharps etc	<u>VULNERABLE PERSONS</u>						
10	Radiation / Ultra Violet Welding / Hot Work etc	9. Young Persons						
11	Environmental Issues	10. New or Expectant Mothers						
12	Confined Space/ Restricted Access	11. Children						
13	Dust/ Fumes/ Vapours *	12. Disabled Persons						
14	Moving & Handling *	13. Other						
15	Hygiene Issues							
16	Lone Working							
17	Psychosocial (Workplace Stress)							

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18	Other		HEALTH EFFECT Any ill health condition reportable under RIDDOR, requiring hospital treatment or resulting in permanent disability	15	12	9	6	3
			MINOR INJURY Any injury which is not reportable under RIDDOR, the effects are short term and only First Aid treatment is required	10	8	6	4	2
			PROPERTY/EQUIPMENT Any damage to property, fixtures, fittings or equipment	5	4	3	2	1

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* Indicates there may be a requirement for an additional specific risk assessment to be carried out, e.g. COSHH etc