



NUTFIELD CHURCH (C OF E) PRIMARY SCHOOL



Manual Handling Risk Assessment

Date of latest review: Spring 2025	Date of Next Review: Spring 2026	Assessed by: Imogen Woods and John Corlett	Persons consulted: Fred Kolndreu
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PROCESS/ACTIVITY	HAZARDS IDENTIFIED	PERSONS AT SIGNIFICANT RISK	EXISTING CONTROLS	ARE EXISTING CONTROLS ADEQUATE?	WHAT ADDITIONAL CONTROLS ARE REQUIRED?
Work carried out by Premises Manager – setting up and dismantling tables for school lunch	Acute/chronic musculoskeletal injury	Premises Manager	– Specialist advice sought for any identified manual handling operations requiring repetitive lifting, stretching for heavy/awkward loads. – Premises Manager’s induction training included lifting and handling.	Y	
Work carried out by staff such as moving heavy items	Acute/chronic musculoskeletal injury	Teacher and Support Staff	– Trolley to support lifting and handling provided by the school. – School issued written guidance to staff included in Staff Induction Pack.	Y	
Work carried out by the School Office such as moving/unpacking deliveries	Acute/chronic musculoskeletal injury	School Office staff	– Trolley to support lifting and handling provided by the school. – School issued written guidance to staff included in Staff Induction Pack. – The Premises Manager will assist with heavy/awkward loads.	Y	
Staff carrying injured or sick pupils	Acute/chronic musculoskeletal injury	Teacher and Support Staff	– Staff follow physical intervention procedures as outlined in the school’s Safeguarding Handbook. – Latest Safeguarding Policy and KCSiE circulated to all staff.	Y	

			– Follow surrey County Councils policy ‘Touch and the use of physical intervention when working with children’, version 18, updated December 2020.		
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