

## Contractors

### RAISE-AP

Hazards	Who is at risk?	Current Control Measures	Additional Requirements	Timescale
Injury to contractors or others through their work.	Contractors Staff Pupils	<p>All contractors will be appointed following a formal approval system.</p> <p>Contractors must supply a copy of their Method Statements, Risk Assessment and H&amp;S policy before working onsite.</p> <p>Contractors will use designated entrance/exit points to the site.</p> <p>Where contractors need to bring vehicles on to site, this will be done wherever possible outside of pickup &amp; drop off times. All vehicle movements will be controlled by a competent person.</p> <p>The school has a permit to work system in place for hot works and asbestos.</p> <p>Contractors must provide COSHH information for any harmful substances used or stored on site.</p> <p>The contractors must have suitable emergency procedures in place, including controlling the risk of fire presented by their work. All hot works are followed by a fire-watch period of 60 minutes.</p> <p>The school will review their escape routes while works are taking place on site, to ensure they are still safe to use.</p>		

		<p>Contractors will display adequate signage notifying of all hazards.</p> <p>All projects must be completed in line with the Construction, Design and Maintenance regulations 2015.</p> <p>An F10 form must be submitted to the HSE if the following applies to any construction project which:</p> <ul style="list-style-type: none"> <li>lasts longer than 30 working days and have more than 20 workers working at the same time at any point on the project; or,</li> <li>exceeds 500 person days</li> </ul> <p>Head Teachers retain the responsibility to stop work being carried out on site if it poses a risk to the occupants of the school.</p> <p>Where possible, work will take place away from areas where it may cause disturbance to Staff or Pupils, or take place outside of school opening hours.</p> <p>Where work sites are not already separate from pupil accessible areas, they will be suitably separated by fencing.</p>		
Injury to contractors or others due to school processes.	Contractors Staff Pupils	<p>All contractors will be shown the asbestos register upon entry to the site and will sign upon reading.</p> <p>All contractors will be fully briefed in the schools procedures for fire safety, first aid and safeguarding.</p> <p>The school will share a copy of its Health &amp; Safety Policy with the contractors.</p> <p>The school will make contractors aware of any hazards they may identify which could impact their safety.</p>		

		<p>Alternative entry &amp; exit routes, including emergency exits, will be recorded and communicated to staff and pupils where necessary, for example if part of the site becomes inaccessible while contractor are working.</p> <p>Contractors will complete a Health and Safety return prior to being appointed.</p>		
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Initial Assessment Review Date	Risk Assessment assessed, reviewed by the following competent person:	<b>Tasks and control measures reviewed by the Educational Directors:</b>
Name (PRINT)		Name (PRINT):
Signature:		Signature: <span style="float: right;">Date:</span>
Next Review Date:	<p>Your workplace will change over time. You are likely to bring in new equipment, substances and procedures. There may be advances in technology. You may have an accident or a case of ill health.</p> <p>You should review your risk assessment:</p> <p>if it is no longer valid</p> <p>if there has been a significant change</p>	