

Display Screen Equipment

RAISE-AP

Hazards	Who is at risk?	L	S	Risk (L*S)	Current Control Measures	L	S	Risk (L*S)	Additional Requirements	Timescale
<p>Work Related Neck and Upper Limb Disorders (WRULDS)</p> <p>Repetitive Strain Injury (RSI)</p> <p>Headaches</p> <p>Eye Problems</p>	Staff				<p>All regular DSE users have completed a DSE assessment, which has been reviewed by their line manager.</p> <p>DSE assessments are reviewed regularly, especially where there have been changes to the setup of the workstation.</p> <p>All staff have access to appropriate guidance on the safe use of DSE.</p> <p>Any issues highlighted in the DSE assessment will be rectified promptly.</p> <p>All DSE users have access suitable DSE equipment. As a minimum, staff have access to a Desk, DSE compliant chair, a separate Screen, mouse and Keyboard.</p>					

					<p>Staff are encouraged to take regular breaks from DSE work.</p> <p>Staff are aware of their entitlement to Subsidised Eye tests and Eyeglasses where required solely for DSE work.</p> <p>The environment must be suitable for sustained DSE work, with sufficient lighting, adjustable blinds, ventilation, temperature control and noise control.</p> <p>DSE assessments will be reviewed annually, whenever there is a significant change to the work setup, or whenever issues arise that may be caused by DSE use.</p>					
Trip Hazards	Staff Pupils				<p>All DSE equipment must be set up in a way that does not introduce trip hazards in to the environment.</p> <p>DSE equipment will be positioned near to Network/Electrical outlets where possible.</p> <p>Where cables must cross walkways, suitable cable covers will be used to reduce trip hazards.</p>					

<p>Fire/Electrocution Risk - Portable Appliance Testing (PAT)</p>	<p>Staff Pupils</p>				<p>All portable electrical appliances are subject to User Checks, Formal Visual Inspection, and Combined Inspection and Testing, where appropriate to the device.</p> <p>All inspection and testing is carried out in line with recommendations given in HSG107: Maintaining Portable Electrical Equipment</p> <p>DSE equipment is cleaned and maintained in line with the manufacturer's guidance.</p> <p>DSE equipment is kept free of any clutter that may obstruct airflow, especially around cooling vents.</p> <p>DSE equipment is never set up in a way that exposes it to the risk of water ingress.</p>					
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Initial Assessment Review Date	Risk Assessment assessed, reviewed by the following competent person:	Tasks and control measures reviewed by the Educational Directors:
Name (PRINT)		Name (PRINT):
Signature:		Signature: Date:
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>	