

## Expectant and New Mothers Risk Assessment

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| <b>School</b> |  |
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| <b>Assessed by</b>                     |  | <b>Job Title</b>            |  |
| <b>Date</b>                            |  | <b>Date of next review:</b> |  |
| <b>Details of workplace / activity</b> | <b>Expectant and New Mothers:</b><br>Any member of staff who notifies the School that she is pregnant or who returns to school after giving birth requires a specific risk assessment to be carried out. |                             |  |

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| <b>Employee name</b> |  | <b>Job Title</b> |  | <b>Date of expected child birth</b> |  | <b>New Mothers: Date of return to School</b> |  |
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| Risk Rating   |  | Likelihood of occurrence |          |        |
|---------------|--|--------------------------|----------|--------|
|               |  | Probable                 | Possible | Remote |
| Likely impact | <b>Major</b><br>Causes major injury, disability or ill-health. | High                     | High     | Medium |
|               | <b>Severe</b><br>Causes injury requiring medical treatment.    | High                     | Medium   | Low    |
|               | <b>Minor</b><br>Causes injury requiring first aid treatment.   | Medium                   | Low      | Low    |

| Hazards and Risks  | Control Measures  | Risk Level<br>(high, medium, low) | Further Actions<br>(✓/X) | Comments | Review Date<br>..... | Review Date<br>..... | Review Date<br>..... |
|--|---|-----------------------------------|--------------------------|----------|----------------------|----------------------|----------------------|
| <p>1. <b>Standing / Walking:</b><br/>Standing for long periods of time.<br/>Excessive strain on back and legs to expectant mother.<br/>Exposure to noise and stressful environment.<br/>Long periods of walking.</p>                                     | <ul style="list-style-type: none"> <li>• Ensure that adequate breaks are taken and suitable seating is provided.</li> <li>• Ensure that adequate welfare facilities are provided so as to allow for quiet periods of rest to be taken.</li> <li>• Review 2 weekly.</li> <li>• Staff room to be used as and when needed.</li> <li>• Management team to ensure provision of support to deal with situations that may cause undue stress.</li> </ul>   | LOW                               |                          |          |                      |                      |                      |
| <p>2. <b>Manual handling:</b><br/>Excessive lifting / bending.<br/>Hormonal changes and postural problems may increase any risks associated with manual handling.<br/>Strain to back / arms / legs / raised blood pressure / damage to unborn child.</p> | <ul style="list-style-type: none"> <li>• Member of staff should not carry heavy bags or large amounts of learning resources.</li> <li>• Assistance should be available for manual handling tasks.</li> <li>• Ensure that colleague or technician is on hand to provide and set up all teaching materials to be used during the day.</li> <li>• Lessons planned in advance and all materials identified.</li> <li>• A manual handling assessment will be carried out for any specific activities necessitating manual handling.</li> </ul> | MEDIUM                            |                          |          |                      |                      |                      |
| <p>3. <b>Use of Stairs:</b><br/>Risk of slips, trips and falls.<br/>Physical exertion can lead to complications in pregnancy.<br/>Possible difficulties in emergency evacuation</p>  | <ul style="list-style-type: none"> <li>• Where lifts are available, the pregnant member of staff should be provided with access to keys.</li> <li>• If lifts are not available, use of the stairs should be limited. Consideration should be given to providing alternative working location if employee is unable to use stairs.</li> </ul>  | HIGH                              |                          |          |                      |                      |                      |

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|    | where pregnant worker cannot move quickly.   |  |     |  |  |  |  |  |
| 4. | <b>Floor surfaces:</b><br>Are they in poor condition, cluttered?<br>Slips and trips may occur  | <ul style="list-style-type: none"> <li>Ensure that all floor surfaces are clear and in good condition.</li> <li>Any issues to be reported urgently.</li> </ul>   | LOW |  |  |  |  |  |
| 5. | <b>Working in small or confined spaces:</b><br>Will become problematic as the expectant mother comes bigger.<br>May lead to sprains or strain injuries.<br>Dexterity, agility, co-ordination, speed of movement, reach and balance may be impaired and an increased risk of accidents may need to be considered. | <ul style="list-style-type: none"> <li>Introduce or adapt equipment.</li> <li>Redesign the workstation and/or work area.</li> </ul>  | LOW |  |  |  |  |  |
| 6. | <b>Working at height:</b><br>Low blood or high blood pressure, which can cause loss of concentration, dizziness and fainting.<br>Postural problems can affect balance and agility.   | <ul style="list-style-type: none"> <li>Member of staff must not work at height.</li> <li>Assistance to be provided for any activities that involve working at height, including the putting up of displays.</li> </ul> | LOW |  |  |  |  |  |
| 7. | <b>Lone working:</b><br>No assistance available if required  | <ul style="list-style-type: none"> <li>Lone working should be avoided</li> <li>A colleague is to be notified and arrangements for summoning assistance agreed.</li> </ul>  | LOW |  |  |  |  |  |
| 8. | <b>Use of visual display screen equipment (DSE):</b><br>May cause postural problems if periods of prolonged sitting, and may cause muscular-   | <ul style="list-style-type: none"> <li>A specific DSE assessment should be carried out for the member of staff.</li> <li>The workplace to be adjusted to the member of staff needs.</li> <li>Learning</li> </ul>       | LOW |  |  |  |  |  |

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|     | skeletal problems if the member of staff cannot sit close enough to the desk.  | activities to be adjusted to minimise risks.   |        |  |  |  |  |  |
| 9.  | <b>Prolonged sitting (general), poor posture:</b><br>Discomfort, poor circulation, risk of thrombosis or embolism.   | <ul style="list-style-type: none"> <li>The member of staff is advised to vary her position and activities.</li> </ul>  | LOW    |  |  |  |  |  |
| 10. | <b>Mental or physical fatigue:</b><br>Fatigue from high levels of concentration, standing, sitting or walking, or other mental or physical fatigue may cause stress, anxiety and raised blood pressure. Also dizziness, fainting, general feeling of being unwell. | <ul style="list-style-type: none"> <li>Agreed rest area for member of staff.</li> <li>Member of staff advised not to carry heavy bags or resources.</li> <li>Buddy system to be used (fellow member of staff to accompany pregnant colleague around school)</li> <li>Member of staff to be identified as a point of contact.</li> <li>All staff to be made aware of agreed procedures put in place for colleague.</li> </ul> | MEDIUM |  |  |  |  |  |
| 11. | <b>Access to Toilets:</b><br>May need to use toilet facilities more frequently, particularly during latter stages of pregnancy. Risk of infection or kidney disease.   | <ul style="list-style-type: none"> <li>Consider location of nearest toilet facilities.</li> <li>May need to allow for extra breaks.</li> </ul>   | LOW    |  |  |  |  |  |
| 12. | <b>Access to drinking water:</b><br>Dehydration in pregnancy can lead to complications.  | <ul style="list-style-type: none"> <li>Keep well hydrated and always have a bottle of water at hand.</li> </ul>  | LOW    |  |  |  |  |  |
| 13. | <b>Supervising children:</b><br>May be occasions where children become   | <ul style="list-style-type: none"> <li>If incidents are likely or known to occur, members of staff should be precluded from supervisory</li> </ul>   | LOW    |  |  |  |  |  |

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|     | boisterous or anxious which may result in unintentional knocks and bumps   | roles, i.e. in a playground scenario.   |        |  |  |  |  |  |
| 14. | <b>Threat of violence in the work place:</b><br>Physical / verbal threats<br>Leading to stress / anxiety / raised blood pressure   | <ul style="list-style-type: none"> <li>Should not be placed in a confrontational situation with staff / pupils or members of the public.</li> <li>A senior member of staff must attend and provide support when called for.</li> <li>Pregnant member of staff must be allowed time and space after any situation that causes them anxiety.</li> <li>Senior member of staff must support in addressing issues with pupils who cause concern.</li> <li>Support to be given to allow staff member time to relax after situations of stress. Staff room or suitable quiet office space to be used.</li> </ul>   | LOW    |  |  |  |  |  |
| 15. | <b>Movement around site:</b><br>Possible crushing due to overcrowded corridors or duty involving control of large groups.<br>Crushing damage to body.<br>Strains to arms, legs etc.<br>Trip or fall due to large numbers of pupils contained in one area.<br>Increase in blood pressure / anxiety / stress to mother and unborn child.<br>Intimidation due to large numbers of pupils. | <ul style="list-style-type: none"> <li>Movement around site must be planned to avoid congestion times and areas. Moving in advance or prior to lesson start.</li> <li>Site duty must take into account pregnant Mother's condition in that she must not be: <ul style="list-style-type: none"> <li>exposed to extreme temperatures</li> <li>placed in situations of congestion or areas of overcrowding</li> <li>expected to travel distance around the site to area or patrol a large area</li> <li>placed in areas of known problems leading to intimidation or confrontation.</li> </ul> </li> <li>Additional time should be given for the staff member to take their welfare breaks, this should take into account movement around site,</li> </ul> | MEDIUM |  |  |  |  |  |

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|     |   | <p>preferably prior to lesson change to avoid situations where crushing may occur on the corridor.</p> <ul style="list-style-type: none"> <li>Additional support may be required to take control of the lesson at the start and at the end of a period to allow the pregnant staff member to make their way to the staff room prior to the pupil breaks.</li> <li>Review duties as and when needed.</li> </ul> |        |  |  |  |  |  |
| 16. | <p><b>Duty Responsibilities:</b><br/>Exposure to excessive heat / cold.<br/>Standing for periods of time.</p>   | <ul style="list-style-type: none"> <li>Duties should be assessed. Consideration given to swap outdoor duty for indoor duty.</li> <li>Facility to sit down whilst on duty.</li> </ul>   | LOW    |  |  |  |  |  |
| 17. | <p><b>Fire Evacuation:</b><br/>Exposure to stressful situation whilst evacuating building<br/><br/>Being knocked, pushed, elbowed resulting in a fall or impact with a fixed object</p> | <ul style="list-style-type: none"> <li>Member of staff to be accompanied by nominated fellow staff member.</li> <li>Evacuate at the rear of the group of students to reduce congestion and possible risk of collision.</li> <li>Leadership team member to assist with evacuation of class.</li> </ul>  | HIGH   |  |  |  |  |  |
| 18. | <p><b>Excessive heat or cold (hot / cold weather or hot / cold learning environments):</b><br/>Pregnant workers may be more liable to heat / cold stress.</p>                           | <ul style="list-style-type: none"> <li>Localised or general heating / cooling to be provided as necessary.</li> </ul>  | MEDIUM |  |  |  |  |  |

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| 19. | <p><b>Exposure to hazardous substances:</b><br/>Depending on the substance, risks to the baby during pregnancy or whilst breastfeeding.</p>   | <ul style="list-style-type: none"> <li>Exposure to hazardous chemicals should be avoided.</li> <li>A specific COSHH assessment should be carried out and all necessary control measures implemented.</li> </ul>   | LOW |  |  |  |  |  |
| 20. | <p><b>Exposure to infectious diseases:</b><br/>Those working with children or animals or where there is exposure to syringes etc. are at greater risk which could harm the developing foetus.</p> <p>Hepatitis and HIV exposure – syringes</p> <p>Chicken pox – contact with infectious children</p> <p>Rubella – contact with infectious children</p> <p>Chlamydia in sheep – contact with infected animals</p> <p>Toxoplasma – contact with animal faeces</p> <p>Covid-19 – contact with infectious children/adults</p> | <ul style="list-style-type: none"> <li>Contact with infectious children / animals should be avoided.</li> <li>Contact with syringes should be avoided.</li> <li>PPE should be used as a last resort.</li> <li>Where a child or staff member has been diagnosed with an infectious disease, the pregnant member of staff should be advised and seek medical advice from their doctor or midwife.</li> <li>Where member of staff identifies as having additional risk factors, eg, in the case of Covid-19 – BAME and/or significant heart disease, additional protective measures should be explored including advice from midwife/consultant.</li> <li>In the case of Covid-19, there is no evidence that pregnant women are more likely to get seriously ill from Covid-19, but pregnant women have been included in the list of people at moderate risk as a precaution. Social distancing, respiratory hygiene, and enhanced hand-washing applies to all pregnant women to reduce the risk of transmission.</li> </ul> |     |  |  |  |  |  |
| 21. | <p><b>Exposure to radioactive material:</b><br/>Seek advice</p>   | <ul style="list-style-type: none"> <li>Lessons involving work with radioactive materials should be avoided.</li> </ul>  | LOW |  |  |  |  |  |
| 22. | <p><b>Driving to and from</b></p>   | <ul style="list-style-type: none"> <li>Where a</li> </ul>   | LOW |  |  |  |  |  |

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|     | <p><b>work and driving as part of the job:</b><br/>Fatigue, stress, static posture, discomfort and accidents.</p>                    | <p>significant risk is identified, a separate driving risk assessment should be completed.</p> <ul style="list-style-type: none"> <li>Member of staff should avoid sitting in static postures for prolonged periods.</li> </ul> |     |  |  |  |  |  |
| 23. | <p><b>Use of machinery / mechanical apparatus:</b><br/>Vibration may cause foetus distress.</p>                                      | <p>Use of machinery / mechanical apparatus should be limited or removed.</p>  | LOW |  |  |  |  |  |
| 24. | <p><b>Personal Protective Equipment (PPE) / Uniforms:</b><br/>Existing PPE / uniform may be restrictive as pregnancy progresses.</p> | <ul style="list-style-type: none"> <li>'Maternity wear' should be provided.</li> <li>Larger sizes should not be purchased as these can become a hazard in themselves i.e. longer sleeves dangling.</li> </ul>                   | LOW |  |  |  |  |  |

Teacher Specific Considerations:

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| 25. | <p><b>Science / Food Technology Classes:</b><br/>Exposure to hazardous substances, hot surfaces or liquids, handling of heavy items such as pots/pans</p> <p>Burns/scalds, slips and falls from spillages, foot/lower leg injury, including from dropping items being handled</p> <p>Exposure to nauseating smells</p> | <ul style="list-style-type: none"> <li>Handling of hazardous substances should be avoided.</li> <li>Support from a nominated 'buddy' fellow member of staff in lessons where there is a risk.</li> </ul> | LOW |  |  |  |  |  |
| 26. | <p><b>Physical Education</b></p>   | <p>Manual</p>  | LOW |  |  |  |  |  |



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|     | <p><b>lessons:</b><br/>Physical exertion leading to complications in the pregnancy<br/>Standing in cold conditions or exposure to heat<br/>Unable to sit and rest</p> <p>Injury, coldness / dehydration, fatigue</p>  | <p>handling advice is applicable in relation to carrying of equipment etc.</p> <ul style="list-style-type: none"> <li>• Staff member should seek advice from their midwife in relation to physical exertion. This may involve not participating in activities at all or beyond a certain number of weeks.</li> <li>• Suitable seating arrangements in place if watching PE / sports activities.</li> </ul>  |        |  |  |  |  |  |
| 27. | <p><b>Moving teaching materials from car to classroom, and also moving materials around the school site between lessons:</b><br/>Excessive lifting and carrying of objects / bending / strain to back / arms / legs / raised blood pressure / damage to unborn child<br/>Use of stairs to access workplace.</p> | <ul style="list-style-type: none"> <li>• Moving of materials from car to classroom or around site by the pregnant mother must, at all times, be avoided.</li> <li>• A colleague or technician must provide support in transferring teaching materials from car to class room and around site.</li> <li>• Lesson planning must take into account the location of teaching rooms and all movement around site between teaching classrooms reduced to a minimum.</li> <li>• Where possible, teaching should be contained to one room only.</li> <li>• Stairs and steps are to be avoided.</li> </ul> | MEDIUM |  |  |  |  |  |

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| Additional Comments: |  |
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If you have any concerns or queries please raise them with either your line manager, Head teacher or HR.

Employee .....

Assessor .....

Line Manager .....