

Safety Walk Report

Introduction

This form is to report on a safety walk of the school premises and identify any potential hazards or risks. The form consists of four sections: general information, safety checklist, observations and recommendations, and signature

General Information

School Name	Turton School
Date of Walk	5 th December 2024
Time of Walk	2pm
Name of Walker	Alexa Gorse
Role of Walker	Governor

Item	Meets Standards	Explanation & Location
Fire exits are clear and accessible	<u>Yes</u>	<u>All areas including 6th form</u>
Fire extinguishers are available and functional	<u>Yes</u>	<u>Fire extinguishers identified in all areas and checked by the site team and serviced annually</u>
Fire alarms are tested and working	<u>Yes</u>	<u>Fire alarms identified in all areas and checked and tested regularly</u>
Emergency lighting is adequate and operational	<u>Yes</u>	<u>In all areas and checked regularly by the site team</u>
Electrical equipment is safe and well-maintained	<u>Yes</u>	<u>Electrical equipment is PAT tested every 3 years</u>
Chemicals and hazardous substances are stored and labelled properly	<u>Yes</u>	<u>Technicians room and site team room. Substances were locked away</u>
First aid kits are available and stocked	<u>Yes</u>	<u>First aid kits seen in science block and 6th form reception. Kits are checked regularly by first aider</u>
Classrooms are clean and tidy	<u>Yes</u>	<u>Languages, Art, DT and 6th form observed. Art needs tidying up a bit but generally, all clean and tidy.</u>
Corridors and staircases are free of obstructions	<u>Yes</u>	<u>Only issue noted was a box of paper on the floor near the copier in Geography block, which was removed.</u>
Floors and carpets are in good condition	<u>Yes</u>	<u>Maths and B block observed wear on the stairs that will probably need dealing with in the future. The site team regularly check floors and stairs.</u>
Windows and doors are secure and lockable	<u>Yes</u>	<u>All areas</u>
Playground and sports equipment are safe and well maintained	<u>Not seen</u>	

Fences and gates are in good condition and lockable	<u>Yes</u>	<u>Front of school and outside B block observed.</u>
CCTV cameras are operational and cover the key areas	<u>Yes</u>	<u>In all areas around the school and IT is responsible for maintenance.</u>
Signage and notices are clear and visible	<u>Yes</u>	<u>Signs on fire doors and for first aid kits and fire kits.</u>


Observations and Recommendations

Leonie Hathaway was going to speak to HoD about keeping their rooms tidy.

Also discussed the need for new flooring on the stairs in some areas in the future.

The water machine in Maths corridor needs a new stand as the wooden one has water damage.

Signature

Name	ALEXA BOYSE
Signature	
Date	9/12/2024