

Essex Partnership University NHS Trust

Checklist for Young Person's Risk Assessment

Identifying Young Persons	
1. Have the young person's age and date of birth been verified and recorded?	Yes/No
2. Is the young person of compulsory school age (under 16)?	Yes/No
3. If yes to the above, has his/her parent(s) or Guardian been consulted and informed about health and safety arrangements?	Yes/No
Night Working Requirements	
4. Does the young person work during the period 22.00 to 06.00?	Yes/No
5. If yes to 4. above, has a health and safety capacities assessment been carried out taking into account of the physique, maturity and experience of the worker and his/her competence to undertake night work?	Yes/No
Rest and Break Requirements	
6. Does the young person work two or more days or nights in a row?	Yes/No
7. If yes to 6 above, is the young person given an uninterrupted period of 12 hours rest in every 24-hour period?	Yes/No
8. If yes to 6 above, is the young person given two days rest in each week worked?	Yes/No
9. Is the young person's daily working time more than 4.5 hours?	Yes/No
10. If yes to 9 above, is the young person given a break of 30 minutes for every 4.5 hours worked?	Yes/No
11. Has the young person been assigned a supervisor/manager who is responsible for the supervision of his /her health and safety?	Yes/No
12. Does the young person work alone?	Yes/No
13. If yes to 12 above, is the young worker adequately trained and supervised taking particular account of any machinery or equipment he/she may be required to operate?	Yes/No
14. Have adequate controls been employed for lone working?	Yes/No
Specific Risk Assessments	
15. Has the young person's job/placement been assessed in order to identify any potential exposure to physical, biological and chemical agents?	Yes/No
16. If such exposure has been identified, have steps been taken to eliminate or reduce exposure?	Yes/No
17. Has a specific risk assessment been carried out on the young persons workplace/workstation which takes particular account of: <ul style="list-style-type: none"> • The fitting and layout of the workplace/workstation? • The nature degree and duration of exposure to physical, biological and chemical agents? • The form, range and use of work equipment and the way it is handled? • The organisation of processes and activities? • The level of risk from extremes in cold/heat, noise and vibration? 	Yes/No Yes/No Yes/No Yes/No Yes/No

<p>18. Have any preventative and protective measures which could be employed to eliminate or reduce the hazards and risks identified been implemented, such as:</p> <ul style="list-style-type: none"> a. Modifications of the workstation? b. Provision of equipment to enhance comfort/access at workstation such as footrests/document holders? c. Reorganisation of work tasks to eliminate exposure to physical, biological or chemical agents? d. Provision of additional training or supervision to assist in the safe handling of work equipment? e. Provision of protective clothing or apparatus to assist with the safe handling of work equipment? f. Reorganisation of work activities to eliminate risks from unsafe handling of work equipment? g. Modifications of extremes in temperature, noise and vibration? h. Reorganisation of work activities to eliminate risks from exposure to extremes in temperature, noise and vibration? 	<p>Yes/No</p> <p>Yes/No</p> <p>Yes/No</p> <p>Yes/No</p> <p>Yes/No</p> <p>Yes/No</p> <p>Yes/No</p> <p>Yes/No</p>
Training and Communication	
<p>19. Has the young person been inducted and trained adequately taking account of his/her level of experience, awareness of risk and knowledge of identified risks?</p>	<p>Yes/No</p>
<p>20. Have the results of the general and specific risk assessments been presented and explained to the young person adequately?</p>	<p>Yes/No</p>
<p>21. Have the risks been cascaded to the workforce in respect of the risk assessment for the young worker and has all the staff involved been briefed?</p>	<p>Yes/No</p>