

## Maternity Risk Assessment Form

Name of Staff Member					
Job Title and Department					
Category of risk	Health & Safety: <b>Pregnancy</b>				
Risk identified (precise details should be provided)	<i>Examples:</i> <ul style="list-style-type: none"> <li>• Issues with workstation (posture) and equipment</li> <li>• Lifting/carrying heavy loads</li> <li>• Standing or sitting for long periods</li> <li>• Exposure to infectious diseases</li> <li>• Working long hours</li> <li>• Work-related stress</li> <li>• Lone working</li> <li>• Car travel</li> </ul>				
Risk score	Impact*		Likelihood*		Total#
Mitigation measures and controls proposed	<ul style="list-style-type: none"> <li>•</li> <li>•</li> <li>•</li> <li>•</li> <li>•</li> <li>•</li> <li>•</li> </ul>				
Risk score once mitigation measures and controls are in place	Impact*		Likelihood*		Total#
Process for feeding back to H&S Committee on control measures					
Responsibility for operation of each of the mitigation control and feedback measures					
Review of measures introduced:	Monthly as part of supervision		Dates of reviews:		
Signed by Line Manager:				Date:	
Approved by Senior Manager (if required): (signature required)				Date:	
Ratified by H&S Committee (if required):				Date:	

\* Impact and likelihood scores should range from 1 (lowest) to 5 (highest).

# Total is calculated by multiplying 'impact score' by 'likelihood score'. The possible total range is from 1 to 25.

**Note:** All Health & Safety risk assessments should be approved by the Senior Manager and go to the H&S Committee for comment/approval if scored over 9. Risk assessments with a total score of over 15 will go on to the organisation's "top level" (eg Full Council, Board of Trustees, Board of Directors) for comment/approval.

Please give a copy of all risk assessments to the Senior Manager to file on the risk register.

**Rating Scores:**

**Probable Frequency**

1. Improbable
2. Possible
3. Occasional
4. Frequent
5. Common

**Probable Severity**

1. Trivial injuries
2. Minor injuries
3. Major injury to one person
4. Major injury to more than one person
5. Death to one or more persons

(Rating scores taken from Aon Ltd advice on Risk Assessment Records for Village Halls)