# Risk Assessment Template

Health and safety considerations that arise during pregnancy, breastfeeding or giving birth within previous 6 months, and the risks to which students could be exposed to require assessment. Students should be encouraged to notify the university as early as possible so that this assessment can be conducted as evidence suggests that the first 13 weeks of pregnancy is a critical time for the unborn child.

**“The School and Faculties must ensure that as soon as a student discloses their pregnancy a risk assessment is undertaken to ensure that there are no elements of the programme of study that present a risk to the health and safety of the student or the unborn child.”[[1]](#footnote-1)**This template and associated guidance note provides a useful starting point for the risk assessment. Refer to the Policy Section 12 for additional sources of advice. The risk assessment should be regularly monitored and reviewed taking into account possible risks that may occur at different stages of the pregnancy.

The level of risk to which a student is exposed will depend on the requirements and nature of the course. For **many courses and related activities, the risk will be low;** the following are more likely to present greater risks;

* General conditions; “working” alone, “work” at heights, travelling, fatigue
* Physical activity; including lifting, handling and carrying, compressed air environments, vibrations
* The use of chemical agents including paints, pesticides, mercury, lead, carbon monoxide, and cytotoxic drugs.
* Biological agents; exposure to infections disease, laboratory work, animals , healthcare provision

In some cases where significant hazards are present the activity may need to be avoided in totality (Avoidance) by timetabling adjustments / other flexible approaches in accordance with the University’s “Policy on support for pregnant students and student with very young children”

Special considerations are required if the student is scheduled to undertake Fieldwork, Study Abroad or Work Placement.

The Risk Assessment should take into account any medical advice the student has received.

Existing workplace / activity risk assessments may already identify any risks and suitable control measures to protect students of childbearing age and, in particular, risks to new and expectant pregnant students **but this should not be assumed as being the case**.

It is recognised that students may wish the information to be treated in confidence and this will be respected, except where it is judged necessary to take expert advice.

Postgraduate students who become employees of the University should follow the existing staff Human Resources Policy on ‘[Health and Safety Risk Assessment for New or Expectant Mothers](http://www.hr.leeds.ac.uk/policies/Default.aspx?PGId=9)’.

**Risk Assessment template content update:** February 2015

**Risk Assessment template format and language update:** October 2020

# Student Pregnancy Risk Assessment Form (Strictly Confidential)

Name of student:

Contact details:

Student Number/ Identifier:

Faculty/School:

Course Title:

Student Type:

Year of study:

Personal Tutor/ Academic Supervisor:

Student Signature:

Date:

Assessor/s[[2]](#footnote-2) name and signature (if different from above):

Date:

Expected date of confinement:

Date of planned review/ reviews (as required):

# Student Pregnancy Risk Assessment Checklist (Strictly Confidential)

|  | **Potential Hazards**  | **Risk** **Identified** **Yes / No**  | **Identify the risk**  | **How will risk be avoided / controlled**  | **Action Taken Y / N**  |
| --- | --- | --- | --- | --- | --- |
| **General Issues** | 1  | Facilities:  |   |   |   |   |
| Rest  |   |   |   |   |
| Hygiene  |   |   |   |   |
| Storage  |   |   |   |   |
| 2  | Mental and physical fatigue  |   |   |   |   |
| 3  | Extremes of cold or heat  |   |   |   |   |
| 4  | Stress  |   |   |   |   |
| 5  | Passive smoking  |   |   |   |   |
| 6  | Use of display screen equipment (DSE)  |   |   |   |   |
| 7  | “Working” alone  |   |   |   |   |
| 8  | “Work” at heights  |   |   |   |   |
| 9  | Travelling  |   |   |   |   |
| 10  | Violence  |   |   |   |   |
| 11  | Pre-existing medical conditions  |   |   |   |   |
| 12  | Equipment and personal protective equipment  |   |   |   |   |
| **Physical** | 13  | Movements and posture  |   |   |   |   |
| 14  | Manual handling  |   |   |   |   |
| 15  | Shocks and vibration or movement  |   |   |   |   |
| 16  | Noise  |   |   |   |   |
| 17  | Ionising radiation  |   |   |   |   |
|  |  | **Potential Hazards**  | **Risk** **Identified** **Yes / No**  | **Identify the risk**  | **How will risk be avoided / controlled**  | **Action Taken Y / N**  |
|  | 18  | Non-ionising electromagnetic radiation  |   |   |   |   |
| 19  | Hyperbaric atmospheres / Compressed Air / Diving  |   |   |   |   |
| **Potentially higher risks in the following areas - Refer to supporting guidance note, Section 12 for additional sources of advice and or seek specialised advice.**  |
| **Biological** | 20  | Biological agents  |   |   |   |   |
| 21  | Infectious Diseases   |   |   |   |   |
| **Chemical** | 22  | Substances labelled with a risk phrase  |   |   |   |   |
| 23  | Mercury and mercury derivatives  |   |   |   |   |
| 24  | Antimitotic (cytotoxic) drugs  |   |   |   |   |
| 25  | Chemical agents  |   |   |   |   |
| 26  | Carbon monoxide  |   |   |   |   |
| 27  | Lead and lead derivatives  |   |   |   |   |

Consider the following in relation to the aspects of pregnancy that may impact upon the student’s activities

| **Aspects of pregnancy**  | **Factors in studying**  | **Aspects of pregnancy**  | **Factors in studying**  |
| --- | --- | --- | --- |
| ‘Morning’ sickness / Headaches | Early lectures / Exposure to nauseating smells | Frequent visits to toilet | Difficulty in leaving lectures / practical’s etc.  |
| Backache  | Standing / manual handling / posture  | Increasing size  | Use of protective clothing / Work in confined areas / Manual Handling  |
| Varicose veins  | Standing / sitting  | Tiredness  | Evening Early morning activities  |
| Haemorrhoids  | Working in hot conditions  | Balance  | Floor surfaces – slips and trips  |
| Stress  | Increased levels of stress / anxiety  |   |   |

# Additional Comments

* Summary of measures taken to reduce any identified risks
* Further actions – reviews
* This template can be supported by additional detailed information – as appropriate.
1. Extract from the University’s “Policy on support for pregnant students and student with very young children*”*  [↑](#footnote-ref-1)
2. Assessor/s – who this will be will be determined at local level by Schools and Faculties with H&SS and or specialised input /support as necessary refer to *“*Policy on support for pregnant students and student with very young children*”* [↑](#footnote-ref-2)