



COSHH Risk Assessment

Master register and individual hazardous-substance assessment for children's homes

Home / organisation	[Enter name]
Document owner	[Enter role/name]
Version	1.0
Effective date	[DD/MM/YYYY]
Review date	[DD/MM/YYYY]
Approved by	[Name and role]

IMPORTANT

This template must be completed using the home's actual environment, people, products and working arrangements. It supports professional judgement; it does not replace competent advice, manufacturers' safety data sheets, statutory duties or emergency procedures.

1. Purpose and completion guidance

Use this document to identify substances hazardous to health, understand how exposure may occur, select effective controls and evidence review. Complete one individual assessment for each product or process that may expose employees, children, visitors or contractors.

- Obtain the current safety data sheet (SDS) and follow the manufacturer's instructions.
- Consider routine use, foreseeable misuse, accidental mixing, spills, fire and disposal.
- Take account of children's ages, understanding, health conditions, known behaviours and access risks.
- Apply the hierarchy of control. Personal protective equipment is a final layer, not the only control.
- Brief relevant staff and review after any incident, product change, new information or change in use.

2. Legal and practice framework

- Health and Safety at Work etc. Act 1974.
- Control of Substances Hazardous to Health Regulations 2002 (as amended), including assessment, prevention/control, maintenance, monitoring, health surveillance where appropriate, information and training.
- Management of Health and Safety at Work Regulations 1999.
- Children's Homes (England) Regulations 2015 and the Quality Standards, alongside the home's safeguarding and health-and-safety arrangements.

Risk-rating method

Score likelihood (1–5) and severity (1–5), then multiply. Record the score before controls and the residual score after controls. Escalate in line with your organisation's policy.

Score	Band	Expected response
1–4	Low	Maintain controls and review routinely.
5–9	Moderate	Add proportionate controls and monitor.
10–16	High	Prompt management action; restrict activity where necessary.
17–25	Critical	Stop or prevent exposure/activity until effective controls are in place.

Likelihood: 1 Rare • 2 Unlikely • 3 Possible • 4 Likely • 5 Almost certain

Severity: 1 Insignificant • 2 Minor • 3 Moderate • 4 Major • 5 Catastrophic

Review record

Review date	Reason / trigger	Changes made	Reviewer / approval	Next review

7. Quick staff briefing record

Confirm that relevant practitioners understand the product, safe method, storage, PPE, emergency arrangements and how to report concerns. This record does not replace competent training.

Staff member	Role	Briefed on	Signature / confirmation	Date

Reference sources

- Health and Safety Executive: COSHH — <https://www.hse.gov.uk/coshh/>
- The Control of Substances Hazardous to Health Regulations 2002 — <https://www.legislation.gov.uk/uksi/2002/2677/contents>
- The Children's Homes (England) Regulations 2015 — <https://www.legislation.gov.uk/uksi/2015/541/contents>