

**RISK ASSESSMENT - NEW AND EXPECTANT MOTHERS AT WORK**

The Management of Health & Safety at Work Regulations 1999 requires that employers assess the risks to their employees and do what is reasonably practicable to control those risks. Employers must also take into account risks to new and expectant mothers in carrying out work activities.

To help complete this risk assessment form further guidance on New and Expectant Mothers can be found in the hyperlink below

[Guidance on the Management of New or Expectant Mothers (nhsggc.org.uk)](https://www.nhsggc.org.uk/media/270271/guidance-on-the-management-of-new-or-expectant-mothers-nov-2021.pdf)

Where risks are deemed to be significant, appropriate steps must be taken to reduce the risk or to eliminate the risk altogether. This process may include consideration of alternative duties.

The risk assessment should take account of the following: -

* **Physical agents**, e.g. manual handling, radiation, extremes of temperature, risk of assault.
* **Biological agents**, e.g. blood borne viruses, infections, rubella,COVID-19
* **Chemical agents**, e.g. hazardous substances, cytotoxics, carcinogens, other drugs.
* **Working conditions**, e.g. shift patterns including night work, regular overtime, protective clothing, temperature, violence, lone working, traveling.

|  |  |  |  |
| --- | --- | --- | --- |
| **Name of Employee** |  | **Post Held:** |  |
| **Department:** |  | **Date:** |  |
| Hazards (Describe the harmful agent(s) and the adverse consequences they could cause) | | | |
|  | | | |
| Description of Risk Describe the work that causes exposure to the hazard, and the relevant circumstances. | | | |
|  | | | |

**Existing Precautions**

|  |  |
| --- | --- |
| **Summarise current controls In place** | **Describe how they might fail to prevent adverse outcomes.** |
|  |  |

**Risk Matrix** – Use the matrix to determine the level of Risk

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  |  | **Impact/Consequences** | | | | |
|  |  | Negligible | Minor | **Moderate** | **Major** | **Extreme** |
| **Likelihood** | **Almost Certain** | **Medium** | **High** | **High** | **V High** | **V High** |
| **Likely** | **Medium** | **Medium** | **High** | **High** | **V High** |
| **Possible** | **Low** | **Medium** | **Medium** | **High** | **High** |
| **Unlikely** | **Low** | **Medium** | **Medium** | **Medium** | **High** |
| **Rare** | **Low** | **Low** | **Low** | **Medium** | **Medium** |

|  |
| --- |
| Immediate Actions (Must be completed where risk is high) |
|  |
| **Future Actions** (must be completed where risk is high or medium) |
|  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Signature of Employee** |  | **Date:** |  |
| **Signature of Manager** |  | **Date:** |  |

In addition to hazards listed, there are other aspects of pregnancy, which may affect work.

|  |  |
| --- | --- |
| **Aspects** | **Factors in Work** |
| Morning Sickness | Early shift work  Exposure to nauseating smells |
|  |  |
| Backache | Standing/manual handling/posture |
|  |  |
| Varicose Veins | Standing/Sitting |
|  |  |
| Haemorrhoids | Working in hot conditions |
|  |  |
| Frequent visits to toilet | Difficulty in leaving job/site of work |
|  |  |
| Increasing size | Use of protective clothing  Work in confined areas  Manual handling |
|  |  |
| Tiredness | Overtime  Evening work |
|  |  |
| Comfort | Problems of working in tightly fitting workspaces |
|  |  |
| Dexterity, agility, balance, co-ordination, speed of movement, reach, may be impaired because of increasing size | |

**Night Work**

If an employee has a medical certificate stating that night work could affect her health or safety, you must either: -

* Offer her suitable alternative daytime work, on the same terms and conditions, ***OR***
* Suspend her from work, on paid leave, for as long as is necessary to protect her health and safety and that of her child.

**This Risk Assessment should be stored securely & confidentially within the Employee’s personal file.**

**Where appropriate a copy should also be sent to the Occupational Health Service.**

**Further guidance can be found on the Health and Safety Executive website**

<http://www.hse.gov.uk/mothers/index.htm>

**Advice on COVID-19 pregnant Employees**

[**https://www.gov.uk/government/publications/coronavirus-covid-19-advice-for-pregnant-employees/coronavirus-covid-19-advice-for-pregnant-employees**](https://www.gov.uk/government/publications/coronavirus-covid-19-advice-for-pregnant-employees/coronavirus-covid-19-advice-for-pregnant-employees)

**Individual Risk Assessment Hyperlink**

[**https://www.gov.scot/publications/coronavirus-covid-19-guidance-on-individual-risk-assessment-for-the-workplace/**](https://www.gov.scot/publications/coronavirus-covid-19-guidance-on-individual-risk-assessment-for-the-workplace/)

**Advice on Women with significant congenital or acquired heart disease**

[**https://www.gov.scot/publications/covid-highest-risk/**](https://www.gov.scot/publications/covid-highest-risk/)