



Health and Safety – Student Checklist

To be completed during your preliminary visits

Name: Yan Lam Lee (Enson) Date: 19 Nov 2025

Name of Placement Provider: Burley Woodhead CE Primary School

What is the name of your primary contact/ mentor? Leonie Rew

Where is the Health and Safety Law Poster situated? Staff handbook & staff room

Have you been made aware of their First Aid procedures? (eg First Aiders, location of First Aid Box, First Aid room and accident book)

Mrs. Hudson is the first aider, each classroom has a first aid box. First aid team record book in reception.

How do you raise the fire alarm? Breakglass points around the school.

Where are the fire exits? Glass doors from the classroom.

Where is your fire assembly point? The playground

Have you had the Provider's Safeguarding Policy explained? Who is the Designated Senior Person at the Placement?

Mrs. Dobson, Mrs. Parker, Miss Hughes

Where are the placement provider's safety policies/rules?

Staff handbook

Is there any equipment on site that you are not allowed to operate?

Nil

Are there any flammable liquids/ corrosive substances that you have been made aware of (such as bleach/ cleaning fluids)?

Are all locked in the cleaner room.

Are there any areas that you are not allowed to enter (please list)?

Nil

Have you been made aware of any risk assessments associated with Placement including those relate to participants?

Yes [checked] No [ ]

Have you been made aware of the placement's Covid-19 risk assessments and procedures, if any?

Yes [checked] No [ ]

Have you been made aware of welfare facilities (toilets, washrooms, rest areas, drinking water)?

Yes [checked] No [ ]

Student's Signature: Yan Lam Lee

Print Name: YAN LAM LEE

Primary Contact/Mentor's Signature: [Signature]

Print Name: LEONIE REW