

Personal Health & Safety Risk Assessment for Individual New & Expectant Mothers

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| **Name** |  | **(Expected) Date of Birth** |  |

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| **Faculty / Service** |  | **Academic Unit / Team** |  | **Location** |  |

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| --- | --- | --- | --- | --- | --- |
| **Assessor** |  | **Line manager** |  | **Date** |  |

|  |  |
| --- | --- |
| **Outline of work activities / tasks** |  |

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| --- | --- |
| **Additional notes  (references to risk assessments, details of any other concerns raised, etc)** |  |

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| **Declaration by new or expectant mother:** I will ensure that the controls specified in this risk assessment are implemented. | | | | | |
| **Signed** |  | **Print name** |  | **Date** |  |

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| **Declaration by line manager:** I will ensure that the controls specified in this risk assessment are implemented. | | | | | |
| **Signed** |  | **Print name** |  | **Date** |  |

Version 1.0, 21 May 2013



Risk assessment for new & expectant mothers: A basic guide

An ‘expectant mother’ is someone who is pregnant. A ‘new mother’ is someone who has  
given birth in the last six months, or who is breastfeeding.

Certain risks may be increased for new & expectant mothers and for the baby. This form is  
a personal Health & Safety risk assessment for individual mothers to identify any such risks, and to decide any further control measures needed to reduce that risk to a low level (see the University Health & Safety risk matrix). Address any queries to Safety & Occupational Health (02380 593277 / 23277; soh@soton.ac.uk).

Completion of this risk assessment is a legal requirement as soon as the mother informs the University that she is a new or expectant mother. Implementation of the control measures is also a legal requirement. This risk assessment can also be completed confidentially by a pregnant worker in conjunction with her line manager or her Faculty / Service Health & Safety Officer before she declares her pregnancy, but must then be placed on the record once the pregnancy is notified to the University.

The assessor carrying out this risk assessment should be either the mother’s line manager /  
/ supervisor, or the relevant Faculty / Service Health & Safety Officer. In the latter case,  
a copy of the completed assessment should be provided to the line manager / supervisor.  
In all cases, the completed assessment is to be held on record by the Faculty / Service.

For ‘ergonomic’ risks such as DSE, manual handling and sitting/standing/walking, consider  
(in this order of preference): avoid or redesign tasks, minimise workloads, introduce more  
task variation, allow additional breaks, or have colleagues carry higher risk parts of activities / / tasks. For these risks, additional re-assessments are advisable later in pregnancy (at about week 26), and after pregnancy.

For risks from ‘agents’ such as ionising radiations, chemicals and biological agents, consider (in this order of preference): avoid use, substitution of less hazardous agent, additional engineering controls, minimise activities/ amounts / concentrations used, or have colleagues carry higher risk parts of activities / tasks.

**Medical advice is that pregnant workers should not dive at all during pregnancy.**

**Medical advice is that pregnant workers should not work with lead during pregnancy.**

Try to avoid lone working and to reduce out-of-hours working.

In addition to implementing the findings of this assessment, Faculties / Services are also legally required to provide rest facilities for workers who are pregnant or breastfeeding.  
This area should be conveniently situated in relation to sanitary facilities.

Any particular specific health concerns should be addressed by a referral of the mother to  
the Occupational Health Service (02380 794156 / 71-4156; occupationalhealth@uhs.nhs.uk).

This personal new & expectant mother’s risk assessment supplements the full risk assessments that should have already been carried out for the activities / tasks that  
the individual new & expectant mother performs.

**General risks (to be completed by all staff)**

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| **Risks potentially increased for new or expectant mothers** | **Potentially exposed?  (mark with X)** | | **If Yes, then specify nature and extent of potential exposure** | **Controls  (measures to reduce risk)** | **Residual risk low?  (mark with X)** |
| DSE (computer workstations) | **Yes** |  |  |  |  |
| **No** |  |
| Manual handling (significant lifting, moving or carrying) | **Yes** |  |  |  |  |
| **No** |  |
| Long periods of sitting, standing or walking | **Yes** |  |  |  |  |
| **No** |  |
| Work at height | **Yes** |  |  |  |  |
| **No** |  |
| Work in confined spaces | **Yes** |  |  |  |  |
| **No** |  |
| Noise (high levels of sound) or vibration | **Yes** |  |  |  |  |
| **No** |  |

**Continues over.....**

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| **Risks potentially increased for new or expectant mothers** | **Potentially exposed?  (mark with X)** | | **If Yes, then specify nature and extent of potential exposure** | **Controls  (measures to reduce risk)** | **Residual risk low?  (mark with X)** |
| Diving | **Yes** |  |  | **Medical advice is that pregnant workers should not dive at all during pregnancy** |  |
| **No** |  |
| Business travel | **Yes** |  |  |  |  |
| **No** |  |
| Shift work or out-of-hours work | **Yes** |  |  |  |  |
| **No** |  |
| Lone work | **Yes** |  |  |  |  |
| **No** |  |
| other (specify) | **Yes** |  |  |  |  |
| **No** |  |
| other (specify) | **Yes** |  |  |  |  |
| **No** |  |

**Continues over.....**

**Radiation / biological / chemical risks (to be completed only by staff working with these agents)**

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| **Risks potentially increased for new or expectant mothers** | **Potentially exposed?  (mark with X)** | | **If Yes, then specify nature and extent of potential exposure** | **Controls  (measures to reduce risk)** | **Residual risk low?  (mark with X)** |
| Ionising radiations | **Yes** |  |  |  |  |
| **No** |  |
| Hazard Group 2 or 3 biological agents, or biological agents known to cause foetal harm | **Yes** |  |  |  |  |
| **No** |  |
| Carcinogens, mutagens or teratogens | **Yes** |  |  |  |  |
| **No** |  |
| Cytotoxins and cytotoxic drugs | **Yes** |  |  |  |  |
| **No** |  |
| Heavy metals and heavy metal compounds (eg, lead, mercury, etc) | **Yes** |  |  |  |  |
| **No** |  |
| Chemicals absorbed through the skin, including pesticides | **Yes** |  |  |  |  |
| **No** |  |

**Continues over.....**

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| **Risks potentially increased for new or expectant mothers** | **Potentially exposed?  (mark with X)** | | **If Yes, then specify nature and extent of potential exposure** | **Controls  (measures to reduce risk)** | **Residual risk low?  (mark with X)** |
| Lead | **Yes** |  |  | **Medical advice is that pregnant workers should not work with lead during pregnancy** |  |
| **No** |  |
| other (specify) | **Yes** |  |  |  |  |
| **No** |  |
| other (specify) | **Yes** |  |  |  |  |
| **No** |  |