

## **Pregnant Employee / New or Expectant Mother Risk Assessment Guidance**

The following risk assessment is meant as a guide only, to the types of issues to consider when undertaking a risk assessment for a pregnant employee.

As a manager you should complete the risk assessment together with your employee as it is important to ensure all the relevant facts and issues are covered. The risk assessment should be reviewed on a regular basis throughout the duration of the pregnancy.

If the risk assessment identifies hazards that cannot be eliminated or adequately reduced, the employee's duties should be adjusted appropriately to ensure they are supportive of their condition (e.g. temporarily reducing hours, changing duties or place of work, etc.) If for any reason this cannot be accommodated, and the employee cannot be redeployed to a safer working environment, you should seek advice from your departmental HR Business Partner and Occupational Health.

### **New Mothers returning to work - Risk Assessment Guidance**

It is important to remember that the definition of 'new or expectant mother' means a worker who is pregnant, who has given birth within the previous six months, or who is breastfeeding. 'Given birth' is defined in the regulations as 'delivered a living child or, after 24 weeks of pregnancy, a stillborn child'.

Any risk assessment undertaken for new mothers returning to work should be identifying any risks to the new mother and / or their children i.e. communicable diseases or hazards for new mothers who are breastfeeding.

The risk assessment process should be in place and regularly reviewed as long as the new mother continues to breastfeed.

Hazards that should be considered are those arising from:

- Physical Agents – Shocks, vibration or movement and manual handling of loads.
- Biological Agents – Hepatitis B, HIV, Herpes, TB, Chickenpox and Typhoid.
- Chemical Agents – Chemical agents known to be dangerous by absorption through the skin, Carbon monoxide.

**When completing this risk assessment any hazards not relevant should be deleted.**

<b>RISK ASSESSMENT FOR:</b>	<b>Pregnant employee Risk Assessment</b>	
<b>Location:</b>	<b>Assessment by:</b>	<b>Date:</b>
<b>Review Due :</b>	<b>Manager Approval:</b>	<b>Date:</b>
<b>Description of activities:</b> Describe tasks undertaken by employee.	<i>E.g. everyday duties include DSE and office work, external meetings with clients and driving to and from establishments</i>	
<b>No. of Week's pregnant (Approximately):</b>  <b>Baby Due (Approximately):</b>		<b>The proposed date for start of maternity leave is:</b>

Hazard / Risk	Who is at Risk?	How can the hazards cause harm?	Control Measures	Risk Rating (RAG)
<b>Effects of pregnancy that may occur</b> <i>Morning sickness / nausea, Backache, Varicose veins, Haemorrhoids, Frequent visits To the toilet, Balance, Comfort, Increasing body size, Tiredness,.</i>	Pregnant employee  Unborn child	Nausea / vomiting, Aches and pains, Bleeding, Restricted movement. Risk of stress, slips, trips and falls, tiredness	Existing risk assessments. (For employed duties) GP / Midwife advice and treatment. Pregnant employees own knowledge, experience and training of employed duties.  Facilities: - Adequate Resting facilities available (requirement under the regulations for employers to provide a quiet rest area to put feet up or lie down if required in the future.)	

Hazard / Risk	Who is at Risk?	How can the hazards cause harm?	Control Measures	Risk Rating (RAG)
<b>Individuals past history</b> <i>History of miscarriage, high blood pressure hypertension</i>	Pregnant employee	Miscarriage, Stress, medical complications.	Hygiene facilities: There are sufficient toilets and associated hygiene facilities available. Adequate onsite arrangements for nutrition and liquid refreshments. Also that she is able to take breaks as and when required	
<b>Exposure to coronavirus while at work</b>	Pregnant employee	Respiratory illness	All non-essential pregnant employees should work from home to minimise risk of contact with the virus if this is not possible close contact with others should be avoided, a minimum of one metre distance being kept with others.  Hand sanitizers and other hygiene products should always be used to maintain good standards of hygiene.  Any employee displaying corona virus symptoms should self-isolate.  Regular contact must be maintained with managers when working from home.  Any guidance published on Gov.je must be followed	

Hazard / Risk	Who is at Risk?	How can the hazards cause harm?	Control Measures	Risk Rating (RAG)
<p><b>Exposure to other Communicable Diseases</b>  <i>e.g. Hepatitis B, TB, HIV, Chickenpox etc.</i></p>	<p>Pregnant employee</p>	<p>Infection, foetal lesions, Miscarriage</p>	<p>Awareness of <a href="#">PHE guidance on infection control</a> in schools</p> <p>Good hygiene practice followed (universal infection control procedures)</p> <p>Pregnant employees in direct contact with someone with a potentially infectious rash (e.g. chicken pox, measles, rubella etc.) to seek advice from their GP / midwife.</p> <p>All female staff under the age of 25 working with young children should have evidence of 2 doses of MMR vaccine.</p>	
<p><b>Client group</b>  <i>Unpredictable / Challenging behaviour, Level of care needs</i></p>	<p>Pregnant employee</p>	<p>Physical / verbal assault, Communicable disease infection, Miscarriage, Stress, Vulnerability</p>	<p>Contact with known or potentially violent clients should be prevented wherever possible for duration of pregnancy.</p> <p>Mental / Physical fatigue and working hours: currently able to cope with her workload and working hours this will be reviewed with pregnant employee and manager as pregnancy develops.</p>	

Hazard / Risk	Who is at Risk?	How can the hazards cause harm?	Control Measures	Risk Rating (RAG)
<p><b>Effects of pregnancy that may occur</b>  <i>Morning sickness / nausea, Backache, Varicose veins, Haemorrhoids, Frequent visits To the toilet, Balance, Comfort, Increasing body size, Tiredness,.</i></p> <p><b>Employee's past history</b> <i>History of miscarriage, high blood pressure hypertension</i></p>	<p>Pregnant employee</p> <p>Unborn child</p>	<p>Nausea / vomiting, Aches and pains, Bleeding, Restricted movement. Risk of stress, slips, trips and falls, tiredness</p> <p>Miscarriage, Stress, medical complications.</p>	<p>Existing risk assessments. (For employee duties)</p> <p>GP / Midwife advice and treatment.  Pregnant employees own knowledge, experience and training of employed duties.</p> <p>Facilities:  - Provide adequate resting facilities (requirement under the regulations for employers to provide a quiet rest area to put feet up or lie down if required in the future.)</p> <p>Hygiene facilities: There are sufficient toilets and associated hygiene facilities available.  Adequate onsite arrangements for nutrition and liquid refreshments. Also make sure the employee is able to take breaks as and when required.</p>	
<p><b>Employee duties</b>  Consider if the following are significant <i>Manual handling, Driving, Poor or Prolonged Working Postures, Lone working, Administration of medication, Night work, Shift work</i></p>	<p>Pregnant employee</p>	<p>Physical injury, Vulnerability, Poisoning causing foetal lesions i.e. injury or disease to foetus, Tiredness, Stress, Miscarriage.</p>	<p>No significant manual handling of loads to be undertaken for duration of pregnancy. Member of staff to request assistance / support available.</p> <p>Display Screen Equipment (DSE): if a DSE user review DSE Risk Assessment on workstation.</p> <p>Working Alone: Provide adequate training and access to communications, mobile phone, personal alarms etc. Ensure support is available. If the risk cannot be significantly reduced offer alternative work</p>	

Hazard / Risk	Who is at Risk?	How can the hazards cause harm?	Control Measures	Risk Rating (RAG)
<b>Environment</b> <i>Small / limited workspace, Exposure to excessive temperatures, lack of rest facilities. Exposure to hazardous substances, Body fluid spillages.</i>	Pregnant employee	Slips, trips and falls, Miscarriage, Fainting, foetal lesions, inability to take adequate breaks / rest, Communicable disease infection	Adequate resting facilities available  Condition of premises regularly checked Prompt maintenance of defects Immediate cleaning up of spillages Good housekeeping maintained	

The nature and degree of risk will change as the pregnancy develops, so the risk assessment must be reviewed on a regular basis by both the manager and employee, or sooner if there is any significant change.

The pregnant employee should inform their Line Manager of any changes in their condition occur that may be relevant to their health and safety at work.

<b>DATE OF REVIEW:</b> <i>Record actual date of review</i>	<b>COMMENTS:</b> <i>Record any comments reviewer wishes to make. Including recommendations for future reviews.</i>
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<b>RESIDUAL RISK RATING</b>	<b>ACTION REQUIRED</b>
<b>VERY HIGH (VH) Strong likelihood of fatality / serious injury occurring</b>	<b>The activity must not take place at all.</b> You must identify further controls to reduce the risk rating.
<b>HIGH (H) Possibility of fatality/serious injury occurring</b>	You must identify further controls to reduce the risk rating. Seek further advice, e.g. from your H&S Team
<b>MEDIUM (M) Possibility of significant injury or over 3 day absence occurring</b>	If it is not possible to lower risk further, you will need to consider the risk against the benefit. Monitor risk assessments at this rating more regularly and closely.
<b>LOW (L) Possibility of minor injury only</b>	No further action required.