



Stress: Generic Risk Assessment Form

Title	Information From School
School Assessment No.	
Title of Activity:	
Location(s) of work:	
Brief Description of Work: Normal work activities.	

Hazard Identification:

Identify all the hazards (stressors) specific to the working activity; evaluate the risks (low / medium / high); describe all existing control measures and identify any further measures required.

If there are any specific hazards e.g., lone working, these should be assessed on a separate risk assessment form and cross-referenced with this document. See <http://www.ed.ac.uk/schools-departments/health-safety/risk-assessments-checklists/risk-assessments> or details.

Hazard(S)	Risk L/ M/ H	Control Measures
Poor working environment		
Perceived / excessive workload by staff		
Tight deadlines		
Work requiring high levels of concentration		
Lack of communication		

Perceived lack of control over pace / planning of work		
Work pattern		
High staff turnover		
Lack of managerial support		
Lack of team work & respect.		
Bullying, harassment, sexism, racism, etc		
Unacceptable behaviour		
Conflicting demands on staff time / priorities		
Changing priorities		
Other Issues: Specify.		

Persons At Risk:

Identify all those who may be at risk.

Type	Name	Type	Name
Academic Staff		Technical Staff	
Postgraduate Student		Undergraduate Student	
Maintenance Staff		Office Staff	
Cleaning Staff		Emergency Staff	

Type	Name	Type	Name
Contractors		Visitors	
Others			

Training:

Identify the level of information, instruction and training required (induction, IT, time-management, assertiveness, etc.).

Training:	Yes	No	N/A
Has necessary information, instruction and training been given?			
Expand and clarify, if necessary.			

Additional Information:

Identify any additional information relevant to the working activity.

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Assessment carried out by:		Dates:	
Name:		Date:	
Signature:		Review Date:	

Name:	Signature:	Date: