**Job Risk Analysis**

Recruiting Employer Leeds City Council

Department and Section Children’s Services

Post/Job Title Social Worker -

Description of main activities the applicant would be required to undertake

To manage a caseload of social work

Hours/work pattern Normal office hours are 8.30 am - 5.00 pm Mon - Thurs and 8.30 am - 4.30 pm on Friday. Variable working arrangements, including evening and/or weekends, may be necessary on occasion to complete on-going casework, emergency situations, evening visits or meetings.

 **If the work contains any of these elements it is defined as a Part A role:**

**Work element**

Work at heights (e.g. over 2m); **NO**

Work in excessively noisy environments. **NO**

Work in unusual environmental conditions, e.g. confined spaces (where the air does not flow free and fresh or where there may be a build up of gases, vapours or fumes or the need for the use of breathing apparatus); **NO**

Use of tools and equipment associated with hand-arm or whole-body vibration. **NO**

Driving Leeds City Council Vehicles. **NO**

Transporting others (i.e. only those driving HGV’s over 7.5 tonnes, PCV’s, minibuses (e.g. requiring MIDAS qualification/DVLA Gp 2) and anyone transporting, as part of their normal duties, more than 3 persons). **NO**

Contact with hazardous substances identified as requiring regular health surveillance under COSHH n.b. this includes infectious agents eg from bodily fluids, or zoonoses. **NO**

Prolonged or frequent exposure to machine generated wood dust, or other heavy or excessive concentrations of mineral dust. **NO**

Work with lead or lead-based products. **NO**

Work with, or regularly in, environments where there is likely to be, asbestos containing materials. **NO**

Where the role requires an employee to be immunized. **NO**

Fieldwork or work in extreme conditions e.g. involving excessive heat, cold, frequently walking long distances over rough terrain in all weather conditions; **NO**

Any other occupational hazards/comments relevant to this post (state): **NO**

**All other roles are defined as Part B. Please indicate if the work involves any of these elements:**

**Work element**

Face to face contact with the public/service users **YES**

Working in isolation/lone working **YES**

Work with electrical wiring **NO**

Work where there may be occupational exposure to bodily fluids (all reasonable control measures will have been identified and implemented). N.B. if the risk assessment identifies that immunization is required, this should be classed as a Part A role.**NO**

Work that may bring the employee into contact with rodents or other animals or livestock N.B. if the risk assessment identifies that immunisation is required, this should be classed as a Part A role.**NO**

Manual handling/moving and handling (i.e. other than routine office lifting and carrying). **NO**

Working with vulnerable service users. **YES**

Work with repetitive movements or forced posture. **NO**

Work as a regular display screen user. **YES**

Work involves the preparation or handling of unwrapped foods, to be consumed without further cooking e.g. sandwich preparation.

 **NO**

General office-based activities.

 **YES**

Driving own vehicle on Council business.

 **YES**

Any other occupational hazards/comments relevant to this post (state):

Domestic pets

**N.B. Appropriate control measures for these identified hazards will have been identified and implemented.**

**This has been classified as a Part B role.**