LINCOLNSHIRE POLICE

General Risk Assessment Form

RISK ASSESSMENT RECORD SHEET – REFERENCE NO: **11001** **Previously:** **n/a**

REMEDIAL ACTION PRIORITY ORDER		
NUMBER	DATE	INITIALS

DEPARTMENT: **Office of Police & Crime Commissioner** STATION OR OFFICE: **All custody suites**

SECTION: SENIOR MANAGER RESPONSIBLE: **Corporate Administration Officer**

PREMISES/WORK ACTIVITY (GROUP OR INDIVIDUAL POST) ASSESSED: **Independent Custody Visits to Custody Suites**

SPECIAL GROUPS OF PERSONS CONSIDERED: **Independent Custody Visitor**

COMPLETED BY: **Nick Cornwell-Smith** DATE FIRST COMPLETED: **21 Mar 2014** DATE LAST REVIEWED: **3 July 2017** REVIEWED BY: **Nick Cornwell-Smith**

SEEN BY SAFETY REP: SIGNED (PRINT NAME): **with John King**

WORK ACTIVITY		HAZARD	H M L	LIKELIHOOD		H M L	RISK	FURTHER ACTION REQUIRED	
Ref. No.	**Description**	***(including description of potential severity)***		**Groups Exposed and Evidence of Previous Harm**	**Existing Controls in Place**		**H M L**	**ACTION *(Who responsible and by when)***	**REVIEW ACTION AND DATE *(Including estimate of Residual Risk)***
1.	Independent Custody Visitors entering cells in pairs to introduce themselves to detainees to ascertain if they wish to speak to them about their welfare whilst in police detention. Issues discussed will be recorded on a visit report form by the custody visitors at the time of the visit.	The detainee may physically attack custody visitors causing them injury or harm. Reasonably foreseeable injury – punch to face or punches and kicks to other parts of the body. Forcibly pushing custody visitor out of the way causing them to fall. Writing implement being snatched out of the hand of the custody visitor and used to cause injury. Reasonably foreseeable worse case injury – blindness caused by pen being stabbed into eye.	H 3	2 x Custody visitors 1 x Custodian 1 x Detainee	All custody visitors and custodians made aware of visiting procedures (including self introduction) and this risk assessment. All detainees risk assessed when booked into custody. At the start of a visit custody visitors made aware of any potentially violent / aggressive detainees. Custody Sergeant will determine whether to deny access on health and safety grounds. Custodian always in attendance remaining present just outside cell and out of sight of detainee at all times. Custody visitors made aware of the location of panic alarm trigger points. Strip alarms fitted along cell corridors can easily be activated to summon assistance from other personnel present within a suite. Custodians trained in first aid. Custody visitors instructed to stand between a detainee and the cell door for quick egress if necessary. Custody visitors instructed not to hand their pen over to detainees and to keep it in their possession at all times. No known incidents of injuries being caused	L 1	M 3		

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					to custody visitors in Lincs or other force areas due to self introduction.				
2.	Custody visits to persons in custody	Emergencies including fire, bomb threat or suspect devices leading to loss of life or serious injury.	H 3	Custody Visitors/ Custodians	Each Custody Suite has a Fire Risk Assessment and Fire Orders. Custody visitors will establish on their first and subsequent visits applicable fire procedures and the location of fire exits. Policies, procedures and contingency plans in place to address bomb threat/suspect devices on all force premises. Specific procedures in place for visitors to force premises.	L 1	M 3		
3.	Exposure to communicable diseases and infestations including exposure to blood or other bodily fluids	Risk of infection	M 2	Custody Visitors/ Custodians	All custody visitors made aware of visiting procedures (including risk of exposure to communicable diseases and infestations). Custody Sergeant will determine whether to deny access on health and safety grounds. Force procedures for dealing with exposure to blood or other bodily fluids in place. Access to detainees with known diseases/infestations controlled and communicated to custody visitors prior to start of visit.	L 1	L 2		
4.	Detainee exposed to Captor Spray	Risk of exposure	L 1	Custody visitors / Custodians	Access to detainees who have been sprayed with Captor controlled and communicated to custody visitors prior to start of visit. Force procedures for dealing with exposure to Captor Spray in place.	L 1	L 1		
5.	Custody visitors exposed to trip hazards causing slips/falls.	Risk of personal injury	M 2	Custody visitors/Custodians/ Detainees	Policies, procedures and contingency plans in place to address such circumstances in all force premises. Specific procedures in place for visitors to force premises. Periodic checks carried out of force buildings and incident reporting processes in place and communicated to staff.	L 1	L 2		
6.	Custody visitor becoming unwell within a custody suite during a visit.	Risk of personal injury if results in unconsciousness	H 3	Custody Visitors	Custodians are first aid trained Alarms in the custody suite can be easily activated. Custody visitors advised not to undertake visits if they are feeling unwell in any way and to arrange a substitute. Custody visitors asked to provide details of	L 1	M 3		

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					next of kin who can be contacted in an emergency. Custodians able to contact the OPCC for contact details of next of kin during office hours. Outside office hours the local Panel Chair is contactable and will have access to the information.				