

# Safety Shared Drive

## ANGLO {centre} Safety

Be sure to read about the [Key Documents](#) if you haven't already - these are not explained in detail below

There are 4 main folders:

1.  Bedroom Checks (store any files created to help perform bedroom checks in here)
  1.  Damage Audit Form (create a copy using the template provided)
2.  Fire Safety
  1.  [Fire Drill Record](#) (create a copy using the template provided)
3.  Incident Reports (Incident Reports should ordinarily be filed via the [Staff Hub](#), but PDFs can be stored here)
4.  Risk Assessments
  1.  Activity & Sports Risk Assessments
  2.  Campus Risk Assessments
  3.  Excursion Risk Assessments
  4.  Workshop Risk Assessments

Please see the dedicated [Risk Assessment](#) pages for more detailed information

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