

Risk Assessment Record		Church	
		Location of visit/event	
Assessor		Activity	
Date of Risk Assessment		Date of Visit	
Leader		Size of Group	
Other Adults		Age of Group	

Hazards Identified	Person At Risk	Potential Outcome	Likelihood	Action Required To Reduce Risk	Date
<i>Tripping hazards within Church especially steps and heating pipes</i>	<i>All, especially people with mobility problems</i>	<i>Could trip over when entering Church or moving around during concert</i>	<i>Low</i>	<i>Stewards to be aware of need to oversee those people less stable to their seats also when proceeding to take communion</i>	
<i>Trailing cables to and from freestanding piano</i>	<i>Choir Master and choir</i>	<i>Could trip over leads and cables</i>	<i>Low</i>	<i>Leads to be pushed to sidewalls as far as possible with wire placed straight to appliance limiting coils or twists of wire. Wherever possible trailing leads to be covered over or taped to floor.</i>	
<i>Refreshments during interval</i>	<i>Those with mobility problems when collecting items</i>	<i>Could overbalance if carrying mug and plate</i>	<i>Low</i>	<i>Refreshment team to be aware of the possible need to extend their activities to ensure drink and refreshments are brought to the person at the table or to escort the person to collect those items</i>	
<i>Refreshment servers</i>	<i>Those serving.</i>	<i>Handling hot full kettles, coffee pots etc.</i>	<i>Low</i>	<i>Only those actually serving to use area of servery. Care to be taken when handling hot items.</i>	
<i>Setting up room</i>	<i>Those helping with task</i>	<i>Injury could be caused when moving chairs and tables</i>	<i>Low</i>	<i>No-one should feel expected to assist. This should be an individual decision as to own health risk.</i>	

Signed: