

.....Risk Assessment

Date:.....

This risk assessment looks at the potential hazards and risks at the following event/activity:

In this risk assessment I have detailed a range of potential risks to the running of as well as possible effects of those risks. The probability of the risk occurring has been rated from 1-3 where 1 is very unlikely, 2 is likely and 3 is very likely. The severity of the effects has been rated from 1-3 where 1 is equivalent to minor cuts/ bruises, 2 is equivalent to moderate cuts/burns and 3 is equivalent to broken bones/long term injuries. Using these two numbers we calculate the total risk where:

Total Risk = Probability x Severity

I have then detailed the action we will take to minimise the probability and/or severity of the risk. Finally I have rated the residual risk using the same formula as above (without stating the breakdown).

ID Number	Hazard/Risk/Issue	Possible Effects	Probability	Severity	Total Risk	Action Taken to Minimise Risk	Residual Risk
1	Use of Space: Think of the surroundings, hazards, space, kitchen, electrical etc.						
Example							
1.1.1	Running into open cupboard and/or room doors during activities.	Injury to young person and/or leader.	2	2	4	Keep all doors shut during active games and keep glass main doors well out of bounds of active games	1

<u>2</u>	Activities N.B. If an activity requires a specific risk assessment that will be done separately.						
EXAMPLE	Craft						
2.1	Use of Scissors	Injury from being cut	1	2	2		1

3	<u>Medical Issues</u>						
EXAMPLE 3.1	Lack of information about medical needs of young people	Inappropriate treatment given causing allergic reaction or conflict with existing medicine.	2	3	6	Detailed Medical Forms to be given out on or before first attendance and to be updated not less frequently than yearly. Main leader and anyone administering First Aid to be aware of medical issues.	2

4	<u>Fire Issues</u>						
4.1	Fire Prevention						

5	Safeguarding						
EXAMPLE 5.1	DBS Checks/ Employment process	People unsafe to work with young people volunteering at Quest	2	3	6	<p>All leaders to undergo the relevant DBS check for their role.</p> <p>All leaders will go through the church employment process.</p> <p>Any leaders or visitors that haven't completed the above said checks and processes will be closely supervised by a leader that has completed them.</p>	2

FULL NAME:

POSITION:

DATE: