

## Main Street Community Church Risk Assessment Form

Activity	Hazard	Who is at Risk	Level of Risk			Control Measures to be taken to reduce risk level to "Low" Severity (S) = 1 – 4 (1 = low. Likelihood (L) = 1 – 4 Risk = S * L	Controlled level of Risk		
			S	L	R		S	L	R
Christmas Journey Experience	Slips trips and falls	All	1	2	2	Nobody to run around. Care to be taken when moving around the building. Adequate supervision of visitors to CJ by teachers and adults	1	1	1
	Fire	All	1	2	2	No smoking allowed in the building. Sources of ignition under control. Hot objects supervised adequately (e.g. bulbs, lamps, bread-making equipment). Fire exits to be left clear and unobstructed.	1	1	1
	Electrical equipment	All	1	2	2	All electrical equipment to be electrically tested. Equipment used to be periodically checked during CJ. Cabling routed away from high risk areas	1	1	1
	Evacuation of building	All	1	3	3	Use of appropriate exits. Fire exits to be left clear and unobstructed. Everyone to report to the car park for checking. Adequate supervision of visitors to make sure all are evacuated from building and moved to a place of safety. In event of emergency help being needed, Main Street leaders to contact 999 by mobile phone	1	2	2
	Unloading and loading of buses	Pupils and school staff	2	3	6	Adequate supervision of pupils by teachers and other adults	1	2	2
	Trapping fingers in doors	All	2	2	4	Adequate supervision by teachers and other adults. Pupils given warning about the doors	1	2	2
	Craft Activities	Pupils	2	2	4	Adequate supervision by adults and warning given about tools being used safely	1	2	2