

St Andrew's Church, Kirk Ella**Risk Assessment for activity:****Location**

Hazard Identified & Risks arising	Persons at Risk	How is the Risk Controlled? What further Controls are needed?	Person Responsible for controls	Review Date & Revision made?
Site and its environment				
Accommodation				
Activity arrangements				
Equipment				
Weather conditions				
Transport				
Group Risks				
Variations				

Notes on Risk Assessments

Hazard and Risks	<p>A hazard is anything that could harm, for example, for activities a hazard could be weather, terrain, equipment, getting lost.</p> <p>A risk is the chance, high or low, that someone will be harmed by the hazard.</p>
Look for hazards (how can be people be hurt or damage caused?)	Stand back from the situation and assess it. Identify and list all the hazards concentrating on the significant ones, for example, thunderstorm, slippery surfaces, and heavy equipment.
Decide who might be harmed, and how	Participants used to the hazard, visitors who do not know about the hazard, young people who might not appreciate the hazard, all those with special needs.
Evaluate the risks (what controls exist already?)	The level of risk (low to high) is a combination of the probability and severity of each risk. It is not an precise science and you may have to make some 'guesstimates'
How do you minimise the risks?	Do what is reasonably practicable to make the situation safe. Maintain or add to the precautions as necessary.
Record your findings	Where the risk is one that regularly occurs a permanent record should be made for future users.
Review and revise	Hazards and risks may be different on each occasion. Weather conditions may require on-going assessment or review of an activity.
Risk assessment in practice	<p>Every activity will be different: the location may change, the weather may change, and the equipment requirements may change. The best way to discover your hazards is to go and have a look and to work out how the activity will take place.</p> <p>It is best not to rely on a 'standard' risk assessment for activities: environments, people and circumstances involved are constantly changing.</p>

These notes are basic. A risk assessment is a tool for you to use in assessing the risks involved. It is something that could be used to brainstorm with your team the risks involved and to think through the safety issues.