

Risk Assessment Record

Location:	Church, Crown Room, Turret Room, Lounge	Activity:	Junior Church Health & Safety risks		Assessors:	Rob King, Neil Coulson, Anne Durnford		Date:	21/03/2025	
Hazards		a Severity (1-5)	b likelihood (1-5)	a x b	Controls required		a Severity (1-5)	b likelihood (1-5)	a x b	
Child escaping from safe area		5	2	10	Lock main door when children and leaders go to Junior Church		5	1	5	
Cuts & Scratches		2	3	6	Maintain first aid kit and keep within session space. Trained First aiders to be present. Masks & gloves to be included in kit.		2	2	4	
Slips and trips		2	3	6	Mop up spillages when they occur.		2	1	2	
Falling on stairs		5	2	10	Supervise children using stairs		5	1	5	
Injury to fingers from closing doors to toilets and halls		4	2	8	Check that finger protection is in place and report to Property Manager if missing or damaged.		1	2	2	
Injury from use of scissors		4	2	8	Store out of reach and supervise use.		4	1	5	
Allergies		5	1	5	Ask parents to report allergies on consent form. Keep forms available but secure and check regularly. Ask new parents before giving food or drink. Store foods for particular needs separately to avoid cross contamination.		5	1	5	
Falling Objects		3	2	6	Check that chairs are not stacked more than five high. Check that fire guards are securely fixed to walls.		3	1	3	
Poisoning		4	2	8	Store cleaning materials in secure storage places.		4	1	4	
Electric Shock		5	2	10	Fit safety covers to all low-level sockets.		5	1	5	
Burns		4	2	8	Check that fire guards are securely fixed to walls.		4	1	4	

Fire	5	1	5	Keep fire escapes clear at all times. If fire alarm sounds evacuate by external fire exit and assemble in the garden to the rear of the church.	3	1	3
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Risk Assessment Record

Location:	Church, Crown Room, Turret Room, Lounge	Activity:	Junior Church Safeguarding risks		Assessors:	Rob King, Neil Coulson, Anne Durnford	Date:	21/03/2025	
Hazards		a Severity (1-5)	b likelihood (1-5)	a x b	Controls required		a Severity (1-5)	b likelihood (1-5)	a x b
Abuse by staff member		4	1	8	Staff team to have Enhanced DBS checks. At least 2 staff to be present at all times. Staff must not take children out of the supervised area without the child's carer present, unless a child is at immediate risk of harm.		4	1	4
Abuse by parent		4	1	4	If there is concern about the way a child is being treated respond in accordance with Christ Church's Safeguarding Policy which is displayed on the noticeboard in the entrance lobby. If there is an immediate risk of harm dial 999 for the police.		4	1	4
Bullying		3	3	9	Ask parents to fetch their child if the child is bullying another child.		3	1	3
Risk to children from unauthorised entry into the safe area.		5	2	10	Lock main door when children and leaders go to Junior Church. Supervise children when they leave the room to wash hands etc.		5	1	5
Digital Photographs and Video		3	4	12	Staff team will only take photographs or film video where this has been agreed in writing by parents on the consent form. The use of those photographs or videos will be limited in accordance with the wishes of parents on the consent form. Young people may not take photographs that include other children unless the parents of the other children explicitly agree.		3	1	3

Hazard severity

1. Trivial (e.g. discomfort, scratch, slight bruising)
2. Minor (e.g. small cut, abrasion, basic first aid needed)
3. Moderate (e.g. strain, sprain, incapacity more than 3 days)
4. Serious (e.g. fracture, amputation, hospitalised more than 24 hrs)
5. Fatal

Rating bands (a x b):

- Low risk (1-8): Continue activity but review periodically to ensure controls remain effective
- Medium Risk (9-12): Continue activity, but implement additional reasonably practicable controls where possible and monitor regularly
- High Risk (15-25): STOP THE ACTIVITY. Identify new controls to reduce risks to medium or low

Likelihood of occurrence

1. Remote (almost never)
2. Unlikely (occurs rarely)
3. Possible (could occur, but uncommon)
4. Likely (recurrent but not frequent)
5. Very likely (occurs frequently)



Risk Assessment Record

Location:	Garden, Graveyard	Activity:	Junior Church Additional risks for outside			Assessors:	Rob King, Neil Coulson, Anne Durnford		Date:	21/03/2025	
Hazards		a Severity (1-5)	b likelihood (1-5)	a x b	Controls required			a Severity (1-5)	b likelihood (1-5)	a x b	
Child escaping from safe area including passage behind schoolrooms		5	2	10	Outside activities will take place securely at the rear of the church building. Close gates when everyone has arrived.			5	1	5	
Risk to children from unauthorised entry into the safe area.		5	1	5	Outside activities will take place securely at the rear of the church building. Shut gates when everyone has arrived.			5	1	5	
Exposure to sun		3	5	15	Parents or carers encouraged to provide hats and sunscreen for their children. Staff to have sunscreen available if needed.			3	1	3	
Poisoning by plants		5	2	10	Staff to check for dangerous plants and berries before children permitted to go outside.			5	1	5	
Puncture injury leading to Infection from used needles discarded in grounds		5	2	10	Keep gates locked when premises are not in use. Caretaker will carry out a visual check especially around boundaries before session.			5	1	5	