

Cromer Church Risk Assessment

Event Name: Youth Group

Date of Event: Fridays: 7pm – 8.30pm

Name of Person with overall responsibility: Jon Mardlin

IDENTIFY HAZARD	RISK INVOLVED	RISK	MINIMISE RISK BY	RISK
Hazards in the rooms to be used	Slips and trips	High	Remove all unnecessary hazards from rooms, give careful instruction about how to safely undertake games.	Low
Fire exits blocked	Preventing swift and easy exit from the building	High	Ensure all fire exits are clear before event starts Fire exit to side alley to be unlocked, Fire door from main hall unlocked All doors/exits monitored for unauthorized access and egress	Low
Negative food allergy/intolerance reaction	Risk of allergic reaction	Medium	Asking parents/guardians of children to complete registration form that identifies food allergies/intolerances	Low
Cleanliness of the toilets	Exposing children to risk of infection Children preferring not to use the toilets	Medium Medium	Check all toilets to ensure they are in a suitable condition before and after the event and that there are enough supplies of loo roll and soap.	Low

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Sharp objects	Children touching kitchen utensils	Medium	Giving clear instructions that no-one except the appointed helpers is to use kitchen equipment.	Low
Personal items	Risk of being misplaced or stolen	Medium	Remove personal possessions to secure location	Low
Public entering the building during the evening.	Children coming into contact with adults they don't know	Medium	<p>Youth team member on the door from when the event opens for registration.</p> <p>Front door closed and secure whilst event in progress.</p> <p>Front door manned again at end of event.</p>	<p>Low</p> <p>Low</p> <p>Low</p>
Bag left unattended with malicious intent	Explosion	High but very unlikely	<p>Follow guidelines issued after Southport attack</p> <p>Being vigilant for unattended bags</p> <p>Clear procedure for evacuating area</p> <p>'See, check, notify' procedures to be explained during briefing.</p>	Bag left unattended with malicious intent

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Persons with malicious intent entering building or leaving bag	Harm to children, adult and team members	High but very unlikely	Follow guidelines issued after Southport attack. All staff to be briefed on exits, 'See, check, notify' and 'Run, hide, tell' protocols.	Persons with malicious intent entering building or leaving bag
Allergies	Children or adults coming into contact with identified allergy items	Medium	List of allergens in food available displayed on kitchen counter Registration form asks for allergies. Team to be made aware of those with allergies by the registration team. Have named First Aider (HM)	Low Low Low

Date of Risk Assessment: 12/12/2024

To be reviewed each year: September 2025