**Parish of ………………………………………….**

| **What are the hazards?**  *See Note 1* | **Who might be harmed and how?**  *See Note 2* | **What are you doing already?**  *See Note 3* | **Is risk adequately controlled?**  **Yes/No** | **What further action is necessary *(Be specific)***  *See Notes 3 and 4* | **Action by whom?** | **Action by when?** | **Done** |
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**Activity risk assessment – including holidays and trips**

**Activity: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Assessment written by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Time/frequency: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Location: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date of 1st Assessment: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date to be reviewed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Note 1:**

Anything that could cause harm, e.g. equipment or conditions (steps; uneven floors or paths; tower stairs; change of floor levels; heavy doors; changing lightbulbs at height; faulty electrical equipment; items stored at height, asbestos; fire; vehicle movement; working alone; food poisoning/allergic reactions; threatening/abusive behaviour; allegations).

**Note 2:**

Examples include: volunteers; people with disabilities; elderly people; young children; pregnant women; casual unsupervised visitors; members of the public

**Note 3:**

Signage; information; training; procedures; protective equipment/clothing; monitoring/regular inspection; instruction, maintenance.

**Note 4:**

First aid box; written guidance/expectations; parent consent forms; carry ID/mobile phone