

RISK ASSESSMENT

HAZARD	To Whom	Frequency	Severity	Risk Rating	Existing Measures	Additional Measures	Staff member(s) responsible
Video Camera Trip from cables Electric Shock Camera Horseplay Falling Tripod	All users	1 2 1 4 2	2 2 3 2 2	2 4 3 8* 4	Electric Cables to be kept tidy and behind table. No trailing leads for children and staff to trip over. Plugs and wiring to be checked for damage regularly. Correct fuses in plugs.	Good supervision Ensure existing controls are met and review continuously.	All

Comments

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Football Being Kicked Fall/Trip Rough Play Hit by Ball Falling Goals	All Users	3 4 4 3 4 3	2 2 2 2 1 2	6 8 8 6 4 6	Ensure correct footwear Check floor for damage. Ensure no wild tackles Remove children who don't listen or comply with safety rules from the hall. Football above head height keep to a minimum Ensure spectators do not encroach onto pitch Ensure goals erected and used safely. Footwear to be worn	Good supervision Ensure existing controls are met and review continuously. Tape floor Markings if required	All

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Hockey Hit by Sticks Plus see Football as all appropriate	All Users	3 4	2 2	6 8	<p>Ensure correct footwear</p> <p>Check floor for damage.</p> <p>Ensure no sticks above waist height</p> <p>No hitting ball – just pushed.</p> <p>Remove children who don't listen or comply with safety rules from the hall.</p> <p>Ensure spectators do not encroach onto pitch</p> <p>Ensure goals erected and used safely.</p>	<p>Good supervision</p> <p>Ensure existing controls are met and review continuously.</p>	All

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Skipping Tripping Rope Burn	All Users	2 4 1	1 1 2	2 4 2	Ensure correct footwear Ensure sensible number of people using skipping ropes at any one time. Only get out the number of ropes needed – others to be put away. No misuse of ropes – eg tying around children's waist Skipping to be Segregated Remove children who don't listen or comply with safety rules from the hall.	Good supervision Ensure existing controls are met and review continuously.	All

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HAZARD	To Whom	Frequency	Severity	Risk Rating	Existing Measures	Additional Measures	Staff member(s) responsible
Skittles Hit by Ball Hit by Skittles Trip on Mat Drop ball on feet	All Users	2 2 2 2 1	1 2 2 1 2	4 4 4 2 2	<p>Ensure correct footwear worn</p> <p>Ensure sensible number of people playing at any one time.</p> <p>Spectators standing well back</p> <p>No children standing behind skittles</p> <p>Carpet put down safely so that children do not trip.</p> <p>No misuse of balls – eg being thrown too hard or in wrong direction</p> <p>Remove children who don't listen or comply with safety rules from the hall.</p> <p>One player at a time until all balls rolled</p>	<p>Good supervision</p> <p>Ensure existing controls are met and review continuously.</p>	All

Comments

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Parachute Slipping on Parachute Burn (nylon) around kneck Bumping heads Carpet/floor burns	ALL	4 2 4 4	2 2 2 2	8 4 8 8		Supervised games at all times. Remind users of risks before game. No walking on Parachute. Remind all to be careful under parachute. Remove children from the hall who don't listen or plays against rules.	ALL

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HAZARD	To Whom	Frequency	Severity	Risk Rating	Existing Measures	Additional Measures	Staff member(s) responsible
Bench Ball Fall Fall off chair Bumping into each other	All users	3 3 3 4	2 2 2 2	6 6 6 8	Ensure correct footwear Check floor for damage. Ensure one child standing on a chair Check chair not broken before use Remove children who don't listen or comply with safety rules from the hall. Ensure spectators do not encroach onto pitch	Good supervision Ensure existing controls are met and review continuously. Use more suitable chairs if possible	All

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HAZARD	To Whom	Frequency	Severity	Risk Rating	Existing Measures	Additional Measures	Staff member(s) responsible
Dog and Bone Tripping Body Contact	All Users	3 4 4	2 2 2	6 8 8	Ensure footwear Spectators stand a safe distance away Remove children who don't listen or comply with safety rules from the hall.	Good supervision Ensure existing controls are met and review continuously.	All

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HAZARD	To Whom	Frequency	Severity	Risk Rating	Existing Measures	Additional Measures	Staff member(s) responsible
Face Painting Rash Paint in eyes Consume Paint Stain clothes	All Users	1 2 2 1 3	1 2 2 2 1	1 4 4 2 3	Use materials that don't cause allergic reactions Make sure materials kept well supervised No child to carry out task. Make sure paint is kept securely Ensure eyes protected. Sensible amounts of paint applied. Remove children who don't listen to safety rules.	Good supervision Ensure existing controls are met and review continuously.	All

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HAZARD	To Whom	Frequency	Severity	Risk Rating	Existing Measures	Additional Measures	Staff member(s) responsible
General Art and Craft Scissor Cuts Glue Choking Rash	All users	1 2 3 1 2	1 2 1 4 2	1 4 3 4 4	Where skin contact use materials that don't cause allergic reactions Make sure materials kept well supervised No child to carry out task unsupervised. Scissors and any sharp instruments to be kept secure and well supervised during use. No splashing of paint or throwing or clay – children to be immediately stopped from activity.	Good supervision Ensure existing controls are met and review continuously. No tom foolery with materials to be tolerated	All

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HAZARD	To Whom	Frequency	Severity	Risk Rating	Existing Measures	Additional Measures	Staff member(s) responsible
Hair and Make up	All Users	2	2	4	Use materials that don't cause allergic reactions	Good supervision	All
Rash		2	2	4		Ensure existing controls are met and review continuously.	
Make up in eyes		2	2	4	Check with children to ensure they don't suffer from allergies		
Consume Make up		1	2	2			
Stain clothes		3	1	3	Make sure materials kept well supervised Care near eyes. Ensure no children running near activity No child to carry out task unsupervised. Remove children who don't listen to safety rules.		

Comments

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HAZARD	To Whom	Frequency	Severity	Risk Rating	Existing Measures	Additional Measures	Staff member(s) responsible
Hall Ceiling Falling tiles/lights	All users	2 1	2 2	4 2	Ceiling to be checked during building check To be monitored by leaders and patrol games	Loose or broken tiles to be reported to RBC	All

Comments

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Tables	All users	2	1	2	No children to sit or stand on tables.	Good supervision	All
Fall / Stand on tables		3	2	4	No child to move or tip up tables		

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Speaker Level	All users				Keep speaker volume to a kept at a safe level		All
Deafness		1	6	4			
Microphone electric shock		1	4	4	Review cables for wear and tear		
Cable Trip		1	4	4	Ensure cables are always tidy.		

Comments