

Activity Risk Assessment

RJ Room / Creche provision

Venue: Walsworth Road Baptist Church

Safety equipment: None required

Fire plan: WRBC Fire evacuation plan (on [Church website](#))

First Aid Arrangements: First Aid kit in Kitchen, list of First Aiders displayed in RJ room & Kitchen

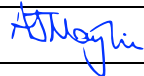
How you will meet ratios or any other info about the event: Parental supervision

Risk assessment carried out by: [Amanda Maylin](#) on **01/04/23**

		SEVERITY →		
		1	2	3
LIKELIHOOD ↓	1	LOW - 1 -	LOW - 2 -	MEDIUM - 3 -
	2	LOW - 2 -	MEDIUM - 4 -	HIGH - 6 -
	3	MEDIUM - 3 -	HIGH - 6 -	HIGH - 9 -

Activity/area	Who may be harmed and how?	Likelihood	Severity	Risk Rating	Current Actions	Further action required	By Whom	When
Slips, trips and falls	Children and adults; injury by falling	1	2	Low	Regular maintenance and checks. Stools in Creche area replaced by small chairs, to stop children falling backwards off stools.	Check for, remove or tape off any hazards, before session Clear up spills immediately. Report to Deacons if maintenance needed	Creche leader	On day asap after found
Stacked chairs	Children and adults; chairs falling over, children climbing on and falling off chairs	1	2	Low	Chairs are stacked out of the way at the sides of the room. Max 6 chairs high. Parent briefing pack advises that children are not to climb or mess around on chairs	Check chairs stacked appropriately before session	Creche leader	On day
Moving large objects	Children and adults; injury by incorrect lifting / injury by dropping or hitting a small "unseen" child	1	3	Medium	Low tables & chairs needed are light & are stored in Creche area	Any other large objects moved <u>before and after sessions</u> whilst there are no children / minimal congregation	Creche leader	On day
Hot pipes & radiators	Children and adults; burns by touching the hot pipes or the radiators	1	2	Low	Furniture to be placed in front of radiators & pipes. Crèche parents to be aware of potential hazard and advised in parents briefing notes	Check chairs placed appropriately before session	Creche leader	On day
Disused items left in RJ room	Children and adults; injury by equipment falling on them, or incurring cuts	1	3	Medium	Regular checks for & removal of disused items	H&S officer advised of any items needing removal by church family	Creche leader	Monthly

Activity/area	Who may be harmed and how?	Likelihood	Severity	Risk Rating	Current Actions	Further action required	By Whom	When
Storage of Toys / Broken toys	Children and adults: injury by equipment falling on them, or skin cuts	1	2	Low	Tall storage cabinet fixed to the wall.	Toys & storage cabinets regularly checked / sorted	Creche leader	Termly
Electrical sockets, appliances and wiring	Children and adults by Electrocutation	1	3	Medium	Wires used for projection etc to be secured above head height. Regular PAT testing & checks on condition of cables and appliances	PAT testing - now needed as electrical certification has been done	H&S Officer	asap
Fire	Children and adults Smoke inhalation. Burns	1	3	Medium	Fire exits plentiful, well sign posted and <u>kept clear</u> . Smoke detectors Regular checks of Fire Alarms, Extinguishers & Emergency lights.\ Fire Evacuation procedure displayed on Creche notice board and referenced in parents briefing notes.	Fire Evacuation practice - should be annual	H&S Officer	asap
Doors	Children and adults; Fingers being pinched by doors closing	1	2	Low	Doors fitted with hooks to keep open on arrival /departure. Slow closure of doors regularly checked & maintained	No silly games in doorways	Parents	On day
Accident or illness	Children and adults	1	2	Low	First aid kit on site with list of current first aiders displayed in RJ room	Crèche parents are required to stay with child in Creche or church	Creche leader	On day
Intruders	Children and adults; injury or distress as result of confrontation	1	2	Low	Church steward at front door before services, who will welcome any strangers arriving in the building and ensure they are accompanied into church or lower Hall as appropriate.	Creche leader to cover if steward not available	Creche leader	On day

Action	Name	Signature	Date
Agreed by Line Manager	Les Ebdon	Les Ebdon	Apr 2023
Shared with team members	Amanda Maylin		June 2023
Saved on the WRBC website	Will Henton Pusey		