

Assessment approved:

Date of assessment: 3<sup>rd</sup> April 2024

Next Review: 1<sup>st</sup> May 2025

What are the hazards?	Who might be harmed and how?	What are you already doing to control the risks?	What further action do you need to take to control the risks?	Who needs to carry out the action?	When is the action needed by?	Done
Fire and explosion	See separate GSCA Fire Risk Assessment					
Safeguarding young and vulnerable people	See separate GSCA Safeguarding Policy					
Legionella	See separate GSCA Legionella Risk Assessment					
Asbestos	See separate GSCA Asbestos Survey and Asbestos Management Plan					
Risks particular to Pre-school children, youth organisations and staff	See separate Risk Assessments conducted by Preschool and other Youth Organisations' staff.					
Spilled liquids and wet floors in all areas	VH users and staff slipping and falling. Potential injury	Mop and bucket located in kitchen.  Cleaners erect warning signs when mopping floors.				
Evacuating vulnerable people	Potential for unacceptably slow evacuation of people with mobility problems, children and other vulnerable people in a fire or emergency.	Users required to appoint a person to assist individual vulnerable people during an emergency.				
Obstructed passages	Restricting evacuation of people during fire or other emergencies  Potential for VH users and staff, tripping and falling causing injury.	Maintain clear passages and access areas Consult and engage VH users.  Remove unnecessary items from passages and storage areas.  Define agreed defined storage areas users.				

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Hot water scalding	Potential for scalding users and staff in kitchens and toilet basins	Limit water temperature in hand washing taps.  Monthly temperature checks  Kettles inaccessible to young children				
Sharp knives	Kitchen users Potential for cuts	Remove sharp knives from storage in Village Hall.  Users provide their own sharp knives with precautions.  Fortnightly inspection				
Hazardous chemicals such as bleaches and cleaners	VH users and cleaners in kitchen and toilet areas Potential for serious poisoning, breathing and skin injuries	Store only in locked cupboards accessible to responsible people  Fortnightly inspection				
Pests and vermin	VH Users and staff food contaminated. Potential for stomach infections	Avoid storing food on premises.  Waste food disposed of in waste bins outside the building inaccessible to pests and vermin.  Weekly cleaning of floors and food preparation surfaces				

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Ladders slippage and falling from height	<p>Persons using ladders to access high cupboards or mezzanine hatchway.</p> <p>Potential for falling from height and serious injuries.</p>	<p>Mezzanine floor hatch locked to limit access.</p> <p>Means provided to secure ladders in use at the top (except step ladders) and footed (all ladders including step ladders) by a second person on the ground.</p> <p>Inspect ladders for defects monthly.</p>	Attach sign to step ladder users to ensure ladders are footed in use.	Peter	1 <sup>st</sup> May 2024	
Handling chairs and tables	<p>VH users setting out putting away chairs and tables.</p> <p>Potential for lifting and finger trapping injuries</p>	Provide trolleys for moving chairs				
Stacking tables and chairs	Stacked chairs toppling onto children and people	<p>Limit chair stacks according to chair type storage area.</p> <p>Restrict stair and table storage to designated storage areas.</p>				
Ice and snow on external steps and paths	<p>VH users and pedestrians.</p> <p>Potential for fall injuries</p>	Salt/grit with shovel provided for paving and steps outside front door in dedicated storage outside hall entrance side of hall.				
Uneven pavement to north of hall	Trip hazard for pedestrians	Re-lay to avoid unevenness paving when identified exceeds one inch.				

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Car park	<p>General public including primary school children and families.</p> <p>Potential for vehicle collision with minor injuries</p> <p>Potential for running over with major injury, especially young children</p>	<p>5mph traffic speed restrictions sign in car park.</p> <p>Pedestrians and children traffic warning signs in car park</p> <p>Attach notices to vehicle windscreens if they are seen to be parking outside designated parking bays or obstructing pavements.</p>				