

Risk Assessment for Experience Easter visitors Trinity Church

Location	TRINITY CHURCH, Abingdon		DATE OF ASSESSMENT	29/02/2016		
			Assessed by	Rosemary Perrow Education Officer, TrinityLearning		
Each workshop group to have adult accompanying them. First aider and first aid kit on hand Only staff with full DBS clearance to work alone with children						
WHAT ARE THE HAZARDS FOR THE STUDENT?	HOW MIGHT THE STUDENT BE HARMED?	WHAT ARE YOU ALREADY DOING?	WHAT FURTHER ACTION IS NECESSARY?	HOW WILL YOU PUT THE ASSESSMENT INTO ACTION?		
				ACTION BY WHOM	ACTION BY WHEN	DONE
Traffic on Conduit Road as children leave transport	Knocked down		Cones to reserve parking as near as possible to church Be on standby to assist school staff	Steward on duty	On day	
Outside stone steps as enter building	Injury from tripping/fall	Hand rails fitted. Main entrance has ramp	Be on standby to assist school staff and warn children as they arrive		..	
Heavy wooden doors	Swing closed & knock over small child Fingers trapped in hinges	Some door restraints fitted	Doors to be wedged open as much as possible		..	
Hot iron radiators	Superficial burns to exposed skin	Most will be concealed by furniture	Warn/monitor children	All	..	
Falling off stage	Injury to limbs & back		Children directed to steps Warn/monitor children	All	..	
Pupil slips away	Getting lost,abused or RTA	Telephone contact available	Staff to accompany to toilets All staff to monitor	All		
Steep stairs to gallery	Falling	heavy doors to stairs High rail to gallery	Access unnecessary	All		
Use scissors, pens etc	Minor cuts Choking on felt tips	Child-safe felt tips used	Warnings	RP/KW		
Eating bread	Choking Gluten allergy	Gluten-free bread provided & reminder scripted First-aider on hand	Remind children on day	Group leader		
Beads	Choking risk if swallowed	Large beads used Small groups with 2 adults	Vigilance	All		
Cloth labyrinth	Tripping hazard	Taped to ground & signed Children encouraged to walk slowly				
Chair stacks Screens	Falling on child – small crushing injuries	Stacks kept to minimum Stability checked. Workshops arranged so children can sit away from chairs & screens wherever possible	Staff vigilant	All		