

Carry out a risk assessment for each place of worship and each activity you carry out. This form gives you an example of what a risk assessment can look like. **More examples and advice on Health and Safety including safe use of ladders can be found on www.hse.gov.uk.**

The Site Risk Assessment section should be reviewed annually or after a significant change e.g. at the start of any building work on-site or after a storm when trees may have fallen. The Activity Risk Assessment should be updated each time a new activity or piece of equipment is added to the Maintenance Co-operatives Work Plan. Example risks have been included, but these are only designed as guidance, you should carry out your own on-site assessment.

This form should be kept on file and a copy brought to each working party or event. The designated organiser for each working party or event is responsible for ensuring that the recommended precautions have been carried out and that volunteers do not engage in activities deemed to be of High Risk.

Name of Site	Site Postcode
Assessment carried out by	Date

Site risk assessment

Hazard	Risk	Risk Level	Precautions	New risk level
Bumpy paths	Trips and falls resulting in pains, sprains and breaks	low	Advise volunteers to wear appropriate footwear	low
Fallen trees				
Loose masonry				

Activity risk assessment

Hazard	Risk	Risk Level	Precautions	New risk level
Sharp tools	Cuts	Medium	Emphasise sensible use. Locate first aid kit	Low
Working at height	Falls	High	Maintain ladders, have ladder training, two people per ladder	Med

Risk level matrix

Likelihood x Severity gives a risk rating. For each risk use the matrix below to estimate the risk level before and after precautions. If the risk level remains high after precautions have been taken the activity should not go ahead.

		Severity			
		1 (minor injury)	2 (non-life threatening)	3 (serious injury)	4 (fatal injury)
Likelihood	1 (unlikely)	1 - Low	2 - Low	3 - Low	1 - Low
	2 (possible)	2 - Low	4 - Low	6 - Medium	8 - Medium
	3 (Likely)	3 - Low	6 - Medium	9 - High	12 - High
	4 (very likely)	4 - Low	8 - Medium	12 - High	16 - High