

Risk Assessment 2024

Event and location	Strategy & Evolution	Date of risk assessment	09.05.2024	Name of person doing this risk assessment	Teresa Patterson /
Name of activity	Craft Fayres x 2	Date of next review	09.05.2024		
What hazard have you identified? What are the risks from it?	Who is at risk?	How are the risks already controlled? What extra controls are needed?		What has changed that needs to be thought about and controlled?	
Slips/ Trips and falls <ul style="list-style-type: none"> • ELECTRICAL EQUIPMENT (inc. power leads) • Iron • Glue Gun • Heat Gun • Tarpaulin on ground • (If it rains – wet grass/ wet tarp) 	All	<ul style="list-style-type: none"> • All leaders will be up to date with Mandatory 'Safety' eLearning and the 'First Response' training course. • Responsible adults will supervise each Activity Station, reading the activity instructions. • The Risk Assessment for the base will be read by them so to increase their awareness of the potential hazards that may have cause for concern. • All Individuals will be made aware of areas within the Marquee that will be prohibited (i.e. Stage equipment) • Protective equipment will be made available to reduce risk of hazard at some Activity Station (i.e. heat protective gloves / signs / warning tape) 			
Manual Handling Lifting/Pushing and Pulling (SWL = Safe Working Load) <ul style="list-style-type: none"> • Bags of Rice SWL = • Badge Making machine SWL = 	All	<ul style="list-style-type: none"> • All leaders will be up to date with Mandatory 'Safety' eLearning and the 'First Response' training course. • Responsible adults will supervise each Activity Station, reading the activity instructions. • The Risk Assessment for the base will be read by them so to increase their awareness of the potential hazards that may have cause for concern. • Heavy equipment will only be handled by adults in accordance with TILEO (the Task, the Individual, the Load, the Environment, and Other factors that need to be considered before handling) • Responsible adults will supervise each Activity Station. 			
Sharps <ul style="list-style-type: none"> • Whittling knives/scissors/plyers • Paper clips • Pipe Cleaners • Wood Splinters 	All	<ul style="list-style-type: none"> • All leaders will be up to date with Mandatory 'Safety' eLearning and the 'First Response' training course. • Responsible adults will supervise each Activity Station, reading the activity instructions. • The Risk Assessment for the base will be read by them so to increase their awareness of the potential hazards that may have cause for concern. • Responsible adults will supervise each Activity Station. • Observation and instructions, including safety will be given before the young person has hands on. 			
Swallowing and choking <ul style="list-style-type: none"> • Hama Beads • 20mm wooden craft beads with 10mm holes • 20mm wooden craft beads with 5mm holes • 6x9mm Craft beads • String / paracord • Metal nuts, bolts, washers and key ring with chains 	All	<ul style="list-style-type: none"> • All leaders will be up to date with Mandatory Mandatory 'Safety' eLearning and the 'First Response' training course. • Responsible adults will supervise each Activity Station, reading the activity instructions. • The Risk Assessment for the base will be read by them so to increase their awareness of the potential hazards that may have cause for concern. 			
Weather – wet/heat/cold	All	<ul style="list-style-type: none"> • All leaders will be up to date with Mandatory Safety eLearning training. 			

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		<ul style="list-style-type: none"> Responsible adults will supervise each Activity Station. reading the activity instructions. The Risk Assessment for the base will be read by them so to increase their awareness of the potential hazards that may have cause for concern. Suitable clothing will be instructed at the time of the activity. 	
Control of Substances that are Hazard to Health (COSHH) <ul style="list-style-type: none"> PVA glue Glue Gun Sticks Sharpies Felt Tip Pens Metallic Pens 	All	<ul style="list-style-type: none"> All Substances will be stored according to manufacturer's recommendation and that all leaders will be made aware with individual activities Risk Assessment. All leaders will be up to date with Mandatory Safety eLearning training. Responsible adults will supervise each Activity Station. reading the activity instructions. The Risk Assessment for the base will be read by the person so to increase their awareness of the potential hazards that may have cause for concern. 	
First Aid	All	<ul style="list-style-type: none"> All leaders will be up to date with Mandatory First Response Training First Aid Team and Tent in designate area on campsite, known to all campers. 	
Protection of flora and fauna <ul style="list-style-type: none"> Debris from all activities on the ground. 	All	<ul style="list-style-type: none"> Young people will be issued a bag to carry their completed crafts. There will be a rubbish bag attached to all activity stations. Responsible adult will regularly check the ground for debris. Tarpaulin will be located on the ground for the Hama bead activity. Dustpan and brush will be at relevant station. 	