

UNITED BENEFICE OF MOUNTSORREL

RISK ASSESSMENT FORM



Activity St Peter's Cream Teas Event			Date of Activity 15th August 2024		
Venue St Peter's Church – Mountsorrel			Organiser Melanie Rowley		
Hazard	Who is affected	Risk Level	What Controls are in place	Controlled Risk Level	Injury Level
		L M H		L M H	L M H
Fire or other need to evacuate	Everyone	L	Visible exit signs Ensure that all with mobility issues have safety measures in place should an evacuation of the building and grounds become necessary	L	L
Slipping on spills	Everyone	H	Ensure any spills are cleaned up immediately. Ensure that the location of the First Aid box is known to the Event Organisers and they are confident in the use of the contents. All accidents recorded in Accident Book	L	M
Food & Drinks	Everyone	M	Ensure that food allergen information is available for all food on offer. Ensure food hygiene standards and food intolerance controls are followed, in particular in the preparation of foods and drinks. Food and drinks to be served from Antill Vestry. Spillages and breakages to be cleaned up immediately. Wet floor signage used as necessary.	L	L
Behaviour of Children	Everyone	L	Parents/carers are responsible at all times for their children	L	L
Trips and Falls	Everyone	L	Ensure that visitors and organising team are aware of the uneven services and the related risks of trips and falls; ; visitors and organising team are aware to avoid the redundant pew and stored stone-work – ideally these should all be taped off	L	L
Assessment Completed on <i>18/07/2024</i>			by <i>Mel Rowley</i>		signed <i>Mel Rowley</i>