

# UNITED BENEFICE OF MOUNTSORREL

## RISK ASSESSMENT FORM



Activity <b>Quiz Night</b>			Date of Activity <b>Monday 11 August 2025</b>		
Venue <b>Christ Church, Rothley Road, Mountsorrel</b>			Organiser <b>Linda Vesty</b>		
Hazard	Who is affected	Risk Level L M H	What Controls are in place	Controlled Risk Level L M H	Injury Level L M H
Fire or other need to evacuate	Everyone	L	Ensure clear signage is in place. Emergency exits to be pointed out at the start of the evening. A staff member will oversee the evacuation procedure and check that everyone is accounted for.	L	H
Slips, Trips and Falls	ALL	M	All Team members have some First Response training. Mobile phone to hand. First Aid opposite Kitchen door. All accidents to be recorded. All electronic leads etc., will be positioned carefully to avoid trips. Any liquid spilt on the floor should be cleared immediately. Team leader to survey venue before the start, all staff instructed to monitor and deal with any spills or other hazards during the event.	L	M
Alcohol	ALL Adults	M	Alcohol is not being sold, everyone is invited to bring their own. Anyone appearing to be drunk will be asked to leave.	L	L
Care of Individuals	CHILDREN/ ELDERLY/INFIRM	L	Adults are responsible for their children at all times. Those bringing others with mobility issues are responsible for them at all times. It is up to each individual as to whether they take part in any or all of the rounds.	L	L
Food Allergies	No KNOWN individuals	M	Everyone is responsible for their own wellbeing; all nibbles and snacks will be clearly labelled.	L	H
Photographs	ALL	L	Notices will be put on display asking people to NOT put images on social media unless they are of their own children only. Photos for Church records may be taken but with guidelines strictly adhered to.	L	L
Assessment Completed on <b>26/07/25</b> by <b>Linda Vesty</b>			signed <i>Linda Vesty</i>		