

UNITED BENEFICE OF MOUNTSORREL

RISK ASSESSMENT FORM



Activity Seniors' Lunch & Activities				Date of Activity Tuesday 12 August 2025								
Venue Christ Church				Organiser Linda Vesty (Activities) & Colin Resch (Food)								
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	ALL		M		A member of staff will oversee the evacuation procedure and to check that everyone is accounted for. Ensure there is a plan to safely evacuate those in a wheelchair being mindful that the ability of those attending will be very different.		L				L	
General Accidents, slips, trips, and falls. Choking	ALL		L		Team leader to survey the venue before the start. All Team/Volunteers to be asked to monitor and deal with any spills or other potential hazards asap. Wet floor signs to be used when necessary. First Aid kit opposite the kitchen door. All accidents/Incidents to be recorded in the Accident Book. Any electrical wires will be positioned safely.		L				L	
Food and Drink Allergies	ALL		H		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 prepared in the Christ Church kitchen following the Safe Methods handbook and served from the Mobile Hot Cupboard. Spillages and breakages to be cleaned up immediately.		L				L	
Games and/or crafts	ALL		M		All games to be suitable for those who elderly, disabled or in a wheelchair Close monitoring of all individuals will be done especially if they are unaccompanied. Games and activities can be changed at the last minute to suit those who are there. All equipment used will be safe and suitable for the elderly.		L				M	
Assessment Completed on 26/07/25 by Linda Vesty/Colin Resch						signed <i>Linda Vesty</i> <i>Colin Resch</i>						