

UNITED BENEFICE OF MOUNTSORREL

RISK ASSESSMENT FORM



Activity St Peter's Afternoon Tea Event			Date of Activity Thursday 14 August 2025		
Venue St Peter's Church, Market Place, Mountsorrel			Organiser Melanie Rowley		
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	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. Use Wet floor signage as necessary.	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.	L	L
Behaviour of Children	Everyone	L	Parents/carers are responsible at all times for their children	L	L
General Accidents, slips, trips, falls, stings, cuts, splinters	Everyone	L	Visitors to be made aware that the grass slope to the Churchyard becomes slippery when wet and to use the path at all times. A first aid kit is available in the kitchen area. All accidents/Incidents to be recorded in the Accident Book.	L	L
Theft of cash/church equipment	PCC Property	L	Staff and volunteers to be vigilant at all times. Cash donation tin to be secured to avoid 'snatch and grab' opportunists. Church valuables to be safely secured.	L	L
Assessment Completed on 22/07/25 by Colin Resch			signed 		