UNITED BENEFICE OF MOUNTSORREL
RISK ASSESSMENT FORM

Activity	**Coffee Morning with Board Games**	Date of Activity	**Friday 14 August 2026**
Venue	**Christ Church**	Organiser	**Elizabeth Resch**

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.	L	L
Tripping over as move round venue.	Everyone	L	Ensure all trip hazards are removed before event and any that occur during are removed immediately.	L	M
Slipping on spills.	Everyone	L	Ensure all spills are cleaned up immediately. Use wet floor signage.	L	M
Drinks and snacks.	Everyone	L	Only those with current Food Hygiene certificates to be responsible for preparing and serving food. Ensure that food allergen information is available for the food on offer. All drinks and snacks to be taken to tables by designated servers.	L	L
General accidents, slips, trips, falls, stings, cuts, splinters.	Everyone	L	First aid trained personnel will be available if required. A first aid kit is available opposite the table store. All accidents/incidents to be recorded in the Accident Book.	L	L
Standing on board game items.	Everyone	L	Keep board game tables away from route between coffee area, kitchen & toilets. Ask players to put games away before starting another.	L	L
Swallowing small board game items.	Everyone	L	Make sure parents are aware they are responsible for their children at all times. Provide a mix of age-related games.	L	L

Assessment Completed on 27/07/26 **by** Elizabeth Resch	**Signed** Elizabeth Resch