

Toddler, Stay and Play group



Date of assessment: 3/04/21 Assessors: Giles Woodcraft Role: Trustee

Assessment verified by: Hazel Thomas Role: Trustee

Review Date: 31st April 2021

Type of Risk Assessment: Returning to physical gatherings post COVID 19 in addition to regular risk assessment

Address of Premises: Hope Church Ferndown, Corbin Avenue, Ferndown, BH22 8AZ

Details of premises: Single storey building, approximately 260m2. Brick built with flat and pitched roof.

Usage: Place of worship, community events, catering, youth work, office space.

Occupancy profile: Maximum number of people in the premises. In brackets outdoor capacity

SUNDAY		WEEKDAY		SATURDAY	
00:00-08:00	0	00:00-08:00	0	00:00-08:00	0
08:00-12:00	36 (95)	08:00-12:00	10	08:00-12:00	0
12:00-16:00	10	12:00-16:00	10	12:00-16:00	36
16:00-20:00	36	16:00-20:00	36	16:00-20:00	36
20:00-00:00	0	20:00-00:00	36	20:00-00:00	36

Occupants especially at risk:

Sleeping	0
People using wheelchairs	0-5
People with other mobility issues	10-20
Young people aged 5-16	10-20
Babies and children aged 0-4	10-20
Vulnerable adults	0-5
First time visitors to the building	0-5
People whose first language is not English	0-5

Hazard rating relating to activity or environment (refer to hazard rating scores).

	Current Controls	Action required
<p>Activity/Hazard:</p> <p>Risk of transmission of Covid-19 virus during meeting</p> <p>Person/s or environment at risk:</p> <p>Staff, members, attenders</p> <p>Hazard rating:</p> <p>3</p> <p>Risk rating:</p> <p>6</p> <p>Overall rating:</p> <p>18</p>	<ul style="list-style-type: none"> - Children will only be allowed to attend with parents/carers. - Contact details of all who attend will be kept for NHS track and trace. - We will seek to keep each group of attendees as a regular group and start new groups rather than mix people where possible. We will seek to keep groups in similar circles, such as keep home educated children together and people from the same school together. - No other adults will be allowed to attend - There will be some shared games and play equipment, which will be cleaned or left for 72 hours before re use as well as chairs and tables that might be used. - Adults will be encouraged to social distance from other households and physical touch between adults will be discouraged. - Any refreshments offered during the meeting, will be prepared by someone suitably qualified. - Only one household/person can use a toilet area at one time. - Attendees will be asked to wear face coverings when inside the building unless they are exempt, leading activities, volunteering or when eating/drinking in designated seating as per current legislation. - People will be offered hand sanitiser to use before the meeting. - Posters/signage will be displayed in the entrance area with hand sanitisation guidance. - Cleaning schedule is kept for made public and we make sure cleaning takes places between groups 	

Risk Assessment

Overall risk is score of hazard rating multiplied by score of risk rating.

	Minimal – 1	Low – 2 to 4	Moderate 5	High- 6 to 9	Critical - 10
Hazard rating	Could result in very minor injury. No treatment required other than minor attention.	May result in minor injury e.g. cuts or bruises. May require some first aid treatment by qualified first aider if slightly more serious. Need to note in accident book.	Results in injuries that will require medical attention. Could result in short term injury or illness (0-2 weeks); and/or possibility of significant damage to property.	More serious injury possibly requiring doctor or hospital attention. Could result in longer term injury or illness (2-7 weeks); and/or Possibility of destruction of major amount of property.	Causes very serious injury or illness. Could result in permanent life altering injury or death.

	Minimum, unlikely to occur – 1	Low, could happen but unlikely – 2 to 4	Moderate, may happen – 5	High, likely to happen in the near future – 6-9	Critical – 10
Risk rating	Excellent safety controls in place. Supervised by people who are well trained and experienced Equipment safe by design and well maintained. No accident history.	Effective safety controls in place. Awareness and routines are well established. Activity supervised by trained and experienced people. Some history of accidents, but some time ago.	More recent record of accidents (in the last year). Effective controls put in place since. Supervision by trained and experienced people normally adequate.	Several accounts of accidents over period of last three years. Controls or work routines could be improved. Supervisors need further awareness training and procedures not always followed properly.	Hazard permanently exists as controls are rarely applied. Supervisors lack adequate skills. Accidents occur frequently.

	No further action 1-9	No further action at this time 10-29	Take steps to reduce risk 30-49	Reduce risk or eliminate hazard as soon as possible 50-69	Immediate 70-100
Overall risk	Continue to monitor. Reassess if any significant incident occurs.	Continue to monitor. Report any significant changes in procedures training or equipment required. Be prepared for further risk assessment and changes.	Try to eliminate or reduce risk as soon as possible. Initiate training and/or purchase of new equipment/controls. Continue to monitor	Do not carry out the activity without seeking advice from specialist. Discuss with trustees and be fully reassured before continuing with activity.	Report this risk immediately. Do not carry out the activity until adequate measures have been put in place.