



# Goodrich Village Hall Trust

## HEALTH AND SAFETY RISK ASSESSMENT

| No | Hazard   | Severity of Hazard# | Likelihood/Risk# | Overall Risk# | Control Measures  | Resultant Risk# | Further action required   |
|----|--|---------------------|------------------|---------------|---|-----------------|---|
| 1  | <b>Electrocution</b> , by coming into contact with installed electrical equipment. | H                   | M                | H             | <ul style="list-style-type: none"> <li>• Main electrical cupboard kept locked when access isn't required.</li> <li>• Installation inspected by a competent person at least every five years.</li> <li>• All electrical work to be carried out by a competent person.</li> <li>• Regular visual check to ensure cupboard is kept locked and installation is not showing any signs of fault.</li> </ul> | L               | None.<br>Inspection Certificate dated 28 August 2020.<br>Next inspection due August 2025. |
| 2  | <b>Electrocution</b> , by operating electrical equipment.                          | H                   | M                | H             | <ul style="list-style-type: none"> <li>• Regular visual check to ensure equipment is working correctly.</li> <li>• Regular visual check to ensure cables are not frayed or damaged.</li> <li>• Regular visual check to ensure plugs, sockets and switch covers are not damaged or broken.</li> </ul>  | L               | None.   |



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| 3  | <b>Fire.</b>   | H                   | L                | L             | <ul style="list-style-type: none"> <li>• See separate fire risk assessment.</li> <li>• Check all exterior areas on fire door escape routes are clear of obstructions including foliage.</li> </ul>   | L               | None.                   |
| 4. | <b>Burns and scolds.</b>   | H                   | M                | M             | <ul style="list-style-type: none"> <li>• Regular inspection to ensure kitchen equipment is in sound condition.</li> <li>• Temperature of handwashing water is set at a safe level.</li> </ul>  | L               | None.                   |
| 5  | <b>Infection and food poisoning</b>                              | H                   | L                | L             | <ul style="list-style-type: none"> <li>• Regular cleaning of all areas of the hall.</li> <li>• Notices of cleaning regime displayed in kitchen and toilets.</li> <li>• Commercial dishwasher provided for high-temperature washing of cutlery, crockery and kitchen</li> </ul> | L               | None.                   |
| 6  | <b>Injury caused by faulty or damaged fittings or furniture.</b> | M                   | M                | M             | <ul style="list-style-type: none"> <li>• Regular inspection of fittings, including sanitary ware (including disability aids) and kitchen equipment for faults or damage.</li> </ul>  | L               | None.                   |



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| 7  | <b>Trips, falls and slips</b> , inside the hall                               | M                   | M                | M             | <ul style="list-style-type: none"> <li>Regular inspection to ensure floor areas are free of cables, clutter and other trip hazards.</li> <li>Regular inspection of matting in hallway to ensure it is fixed in position, not worn or rucked.</li> <li>Spillages, particularly in toilets and kitchen are promptly mopped up (equipment available).</li> </ul> | L               | None.                   |
| 8  | <b>Trips, falls and slips</b> , outside the hall.                             | M                   | M                | M             | <ul style="list-style-type: none"> <li>Regular inspection to ensure ground is free of trip hazards.</li> <li>Regular checks to ensure exterior PIR lighting is operating correctly.</li> </ul>  | L               | None.                   |
| 9  | <b>Damage or injury caused by falling objects</b> , on land surrounding hall. | H                   | L                | L             | <ul style="list-style-type: none"> <li>Visual inspection of exterior of hall for damage or deterioration that could result in falling objects.</li> <li>Inspection of trees for dead or damaged trees in course of periodic inspection.</li> </ul>  | L               | None.                   |
| 10 | <b>Working at height</b> ,  | H                   | M                | M             | <ul style="list-style-type: none"> <li>Check that steps and ladders are available and in good condition.</li> <li>Two people are always present when working at height.</li> </ul>  | L               | None                    |



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|----|-------------------------|-----------------------------|-----------------------------|-----------------------|---|-------------------------|--------------------------------|
| 11 | <b>Moving Furniture</b> | M                           | M                           | M                     | <ul style="list-style-type: none"> <li>• Access to outside storage unit to be limited to hall trustees.</li> <li>• Trolleys to be used when moving furniture within the hall and to/from the outside storage unit.</li> <li>• Trolleys to be inspected to ensure they are available and in good condition.</li> <li>• Two people to be involved when moving trolleys (except blue chair trolleys) and table tennis tables.</li> </ul> | L                       | None                           |

# High, Medium or Low Risk