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Example Junior Church risk assessment

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| Name of event:  Date of event:  Address of event:  Date of assessment: | | | | |
| Activity | Possible Risk | Prevention | Action to be taken to reduce risk | Responsibility |
| Leaving/entering sanctuary | * Trips or falls on uneven surface * Falls on stairs | * Encourage children to take care * Leader or older child at the front | * Ensure that steps etc. are clearly marked * Ensure children are aware of uneven floors * Behavioural expectations |  |
| Gluing/sticking activities. Using glitter | * Glue or other item in eyes * Damage to clothes | * Advise wearing of old clothes * Aprons/old shirts over clothing | * Behavioural expectations * Age appropriate activities * Supervision by responsible adults * Eye bath and saline in first aid kit |  |
| Use of scissors | * Cuts/puncture wounds | * Use of children’s scissors | * Keep adult scissors out of reach * Supervision * Behavioural expectations |  |
| Snacks | * Allergic reaction | * Ensure all serious allergies are known and catered for | * Avoid known or common allergens in food/snacks e.g. nuts * Request parents/carers bring any medication required |  |
| Fire | * Injury/death in the event of fire | * If candles used ensure extinguished * Avoid use of flammable materials | * Fire drill * Ensure adults are aware of evacuation procedure * Ensure all know location of fire extinguishers and how to use them |  |
| Terrorism or external attack | * Death or serious injury | * Leaders all known and safer recruited | * Drill/plan for event of attack * Ensure young people know what to do if they are attacked |  |
| Throughout Junior Church | * Illness, asthma attack, allergic reaction | * Consent forms for all children | * Ensure that children have medication as required and that its location during junior church is known |  |
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| Completed by: |
| Signed: |
| Date: |