

Insert Address here

Insert logo here

Example Residential Risk assessment

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Event:  Date and Location:  Group leaders:  Contact details: | | | | |
| Activity | Possible Risk | Prevention | Action to be taken to reduce risk | Responsibility |
| Before event/throughout event | Illness, accident, emergency |  | * Ensure all present overnight have handed in consent forms to leaders (leaders included). These should include details of next of kin and doctors’ details * Hard copies on site and digital copies available if needed * All dietary needs informed and accommodated by menu |  |
| Travelling by coach/minibus/car | * Road traffic accident * Safeguarding infringement * Travel sickness * Breakdown | * Seatbelts to be worn * Young person to alert leader if feel unwell * Ensure there is a chaperone present with the driver * Hire from reputable company | * Ensure leaders have completed consent form for each young person * Ensure all parents have emergency contact number * Check appropriate insurances * Check that all young people have taken travel sickness pills if required * Take First Aid kit * Take bucket/bags * Check for breakdown cover |  |
| Throughout weekend | * Fire | * No smoking or candles in bedrooms * Ensure that all appliances in kitchen switched off after use * Ensure all present are aware of the evacuation procedure | * Fire drill * Check location of fire extinguishers * Ensure all present are aware of evacuation procedures |  |
| Throughout weekend | * Leaving site |  | * Over 18’s to notify leaders * Under 18’s not to leave site unaccompanied |  |
| Throughout weekend |  |  |  |  |
| Safeguarding | * Protecting young people from each other and adults * Risk from other adults on the site |  | * Close monitoring, accountability * Bullying awareness * Appropriate sleeping arrangements * Travel policy adhered to * One-to-one conversations not behind closed doors * Always aim to work with or within sight of another adult |  |
| Alcohol/Drugs | * Alcohol, drugs or other illegal or dangerous substance being brought on site | * No drug’s alcohol policy | * Behavioural expectations * Bag searches if required |  |
| Weapons | * No weapons to be brought on site | * No weapons policy | * Behavioural expectations   Bag searches if required |  |
| Smores around Firepit | * Burns * Clothing catching fire * Trip/fall into fire | * Set behavioural expectations |  |  |
| Cooking/making hot drinks | * Burns/scalds | * Set behavioural expectations * Leader presence during cooking | * Appropriate first aid kit on site |  |
| Rats/wildlife in kitchen | * Disease | * Keep door closed | * Awareness * Visual checks |  |
| Food Poisoning | * Illness |  | * Use of colour coded chopping boards * Aprons * Thermometer |  |
| Walk/outdoor games | * Sprains/falls | * Appropriate shoes * Appropriate games | * Walk route known * Ensure at least one fully charged phone * Appropriate route for walk |  |
| Stairs | * Falls |  | * Appropriate footwear * Behavioural expectations |  |
| 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 |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

|  |
| --- |
| Completed by: Victoria Etherington |
| Signed: |
| Date: |