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Example Messy 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 |
| Moving around sanctuary | * Trips or falls on uneven surface
 | * Encourage participants to take care
 | * Ensure that steps etc. are clearly marked
* Ensure participants are aware of uneven floors
 |  |
| 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
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| Use of scissors | * Cuts/puncture wounds
 | * Use of children’s scissors
 | * Keep adult scissors out of reach
* Supervision
* Behavioural expectations
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| Eating dinner | * Allergic reaction
* Burns or scalds
 | * Ensure all serious allergies are known and catered for
* Wait until everyone seated before serving food
* Ask parents/carers to escort children if they get up during dinner
* No hot drinks to be consumed away from table
 | * Avoid known or common allergens in food/snacks e.g. nuts
* Request parents/carers bring any medication required
* Ask parents/carers to keep their children seated during dinner
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| 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
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| 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
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| Completed by:  |
| Signed: |
| Date: |