

# NYC & NCT St Mary's Church, Newick

## Risk Assessment

<b>Date of assessment:</b> 14/03/2025	<b>Risk assessment renewal:</b> 15/03/2026
<b>Risk assessment written by:</b> Lee Buck	<b>Risk assessment approved by:</b>
<b>Leaders:</b> Lee Buck, Paul Mundy, Pam Mundy,	<b>Location:</b> The Barn Centre + Various locations
<b>Size of group:</b> 0 - 45	<b>Age of group:</b> 11 – 18 years old    Year 7 - 13
<b>Reference number:</b> 001	<b>This document works alongside:</b>

<b>Main Hazards</b>	<b>Main Persons At Risk</b> <ul style="list-style-type: none"> <li>• Leaders (L)</li> <li>• Young People (YP)</li> </ul>	<b>Potential Risk/Outcome</b>	<b>Likelihood</b> <ul style="list-style-type: none"> <li>• High (H)</li> <li>• Med (M)</li> <li>• Low (L)</li> </ul>	<b>Action To Reduce Risk</b> (L = Leader in this column)
Moving vehicles in roads and car parks near the Barn Centre	Mainly YP with a lesser risk to L	Being involved in a vehicle accident	L	<ul style="list-style-type: none"> <li>• Parents are required to collect YP at the end of the Youth Group. Unless permission is given to walk home (Year 8+) unless in the summer, email or verbal consent given.</li> <li>• YP are monitored and told to keep away from the road.</li> <li>• L telephone parents if any YP is not collected.</li> <li>• Boundaries of the Barn Centre are monitored to prevent unauthorised exit by YP &amp; those arriving.</li> </ul>
Dark outside of the Barn Centre (car park etc.) in Autumn/Winter.	Mainly YP with a lesser risk to L	Personal injury and/or attack due to inadequate lighting.	L	<ul style="list-style-type: none"> <li>• L arrive before YP and switch on lights</li> <li>• Lights left on whilst YP are in the</li> </ul>

				<p>vicinity.</p> <ul style="list-style-type: none"> <li>• Parents are required to collect YP at the end of the session. Unless permission to walk home.</li> </ul>
General play/horse play	Mainly YP with a lesser risk to L	Personal injury and lesser risk of damage to equipment, furniture and/or building.	M	<ul style="list-style-type: none"> <li>• 2 x L present at all times to monitor and minimise risk.</li> <li>• L have mobile phones to contact emergency services/parents if necessary (contact details in file).</li> <li>• L have first aid kit.</li> <li>• L Buck has basic first aid training</li> </ul>
Bullying	YP	Emotional/physical abuse	L	<ul style="list-style-type: none"> <li>• 2 x L present at all times to monitor and minimise the risk.</li> <li>• L are sometimes aware of group dynamics and individuals to beware of.</li> </ul>
Fire	YP and L	Personal injury and/or death	L	<ul style="list-style-type: none"> <li>• No smoking in building</li> <li>• Fire extinguishers clearly marked</li> <li>• Fire exits clearly marked, clear and unlocked.</li> <li>• L have mobiles to dial 999</li> </ul>
Electric sockets	YP	Personal injury and/or death from electrocution or tripping.	M	<ul style="list-style-type: none"> <li>• L know where electric supply is cut off</li> <li>• L have First Aid kit</li> <li>• L have mobiles to dial 999</li> </ul>
Kitchen appliances	YP	Personal injury and/or death from misuse.	L	<ul style="list-style-type: none"> <li>• YP not allowed in kitchen unless accompanied by a L</li> <li>• L take all normal kitchen precautions</li> </ul>
Accusations by YP against L	L	Legal action	L	<ul style="list-style-type: none"> <li>• L not to be alone with YP</li> </ul>

				<ul style="list-style-type: none"> <li>• Interior doors to Cart Lounge and Coffee Room to be left open</li> <li>• All L are DBS checked by St Mary's and CO/C1 trained.</li> </ul>
Wet floors	YP and to a lesser extent L	Personal injury and/or death from slipping	L	<ul style="list-style-type: none"> <li>• Floor cleaned and dried asap on any spillage.</li> <li>• Wet floor signs will be used if floor is wet or just cleaned.</li> </ul>
'Tuck' and/or 'Soft-drinks' and/or other food provided.	YP	Choking and/or allergic reaction	L	<ul style="list-style-type: none"> <li>• Membership forms identify allergies (kept in the file)</li> <li>• 2 x L present to monitor</li> <li>• Normal hygiene standards observed</li> <li>• L Buck has basic first aid training</li> <li>• L Buck has food hygiene level 2</li> </ul>
Equipment	L and to a lesser extent YP	Personal injury from setup/setdown/lifting of equipment.	L	<ul style="list-style-type: none"> <li>• L to setup/setdown equipment</li> <li>• Equipment to be put away correctly to stop things from falling on people. L to check.</li> <li>• L to follow all normal manual handling rules in setting up equipment</li> <li>• YP to help only if very carefully coached and monitored by L</li> </ul>
Other hazards in Cart Lounge:				
<ul style="list-style-type: none"> <li>• Swinging from lights</li> </ul>	YP	Personal injury/damage	L	L to supervise and prevent
<ul style="list-style-type: none"> <li>• Light bulbs uncovered</li> </ul>	YP	Personal injury/damage	L	No ball games in Cart Lounge

<p>Other hazards in Entrance Hall/Corridors/Toilets:</p> <ul style="list-style-type: none"> <li>• Meter Cupboard</li> <li>• Corridor low level coat hooks</li> <li>• Someone could get locked in toilet area due to door lock</li> <li>• Hot Water in toilets</li> <li>• Fire Exit near toilets</li> </ul>	<p>YP</p> <p>YP and L</p> <p>YP</p> <p>YP and L</p> <p>YP</p>	<p>Personal Injury</p> <p>Personal Injury</p> <p>Personal Distress</p> <p>Personal Injury</p> <p>Child Protection</p>	<p>L</p> <p>L</p> <p>L</p> <p>L</p> <p>L</p>	<p>L to ensure bolted during session</p> <p>L to prevent running in the corridor</p> <p>L have first aid kit</p> <p>L Buck has basic first aid training</p> <p>Wedge door open to prevent and supervise</p> <p>YP are old enough to be aware of the dangers</p> <p>Ensure remains closed during session and monitor,</p>
<p>Other hazards in Coffee Room:</p> <ul style="list-style-type: none"> <li>• Low hanging lights</li> <li>• Sockets</li> <li>• Hatch</li> </ul>	<p>YP</p> <p>YP and L</p>	<p>Personal injury/damage</p>	<p>L</p> <p>L</p>	<p>L to monitor/supervise</p> <p>LHS door (as view) open only</p>
<p>Other hazards in Upper Room:</p> <ul style="list-style-type: none"> <li>• Light bulbs</li> <li>• Windows</li> </ul>	<p>YP and L</p> <p>YP and L</p>	<p>Personal injury/damage</p> <p>Personal injury/damage</p>	<p>L</p> <p>L</p>	<p>Special soft ball for any ball games which are supervised</p> <p>Double glazed</p> <p>Special soft ball for any ball games</p>
<p>Covid</p>	<p>All</p>	<p>Sickness/illness</p>	<p>L</p>	<p>We will follow all government and diocese guidelines. As this changes regularly our approach changes to keep up to date with current guidelines.</p>