

NYC & NCT St Mary's Church, Newick

Risk Assessment

Date of assessment: 15/03/2024	Risk assessment renewal: 16/03/2025
Risk assessment written by: Lee Buck	Risk assessment approved by:
Leaders: Lee Buck, Paul Mundy, Pam Mundy,	Location: The Barn Centre + Various locations
Size of group: 0 - 45	Age of group: 11 – 18 years old Year 7 - 13
Reference number: 001	This document works alongside:

Main Hazards	Main Persons At Risk <ul style="list-style-type: none"> • Leaders (L) • Young People (YP) 	Potential Risk/Outcome	Likelihood <ul style="list-style-type: none"> • High (H) • Med (M) • Low (L) 	Action To Reduce Risk (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"> • 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. • YP are monitored and told to keep away from the road. • L telephone parents if any YP is not collected. • Boundaries of the Barn Centre are monitored to prevent unauthorised exit by YP & those arriving.
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"> • L arrive before YP and switch on lights • Lights left on whilst YP are in the

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

				<ul style="list-style-type: none"> • Interior doors to Cart Lounge and Coffee Room to be left open • All L are DBS checked by St Mary's and CO/C1 trained.
Wet floors	YP and to a lesser extent L	Personal injury and/or death from slipping	L	<ul style="list-style-type: none"> • Floor cleaned and dried asap on any spillage. • Wet floor signs will be used if floor is wet or just cleaned.
'Tuck' and/or 'Soft-drinks' and/or other food provided.	YP	Choking and/or allergic reaction	L	<ul style="list-style-type: none"> • Membership forms identify allergies (kept in the file) • 2 x L present to monitor • Normal hygiene standards observed • L Buck has basic first aid training • L Buck has food hygiene level 2
Equipment	L and to a lesser extend YP	Personal injury from setup/setdown/lifting of equipment.	L	<ul style="list-style-type: none"> • L to setup/setdown equipment • Equipment to be put away correctly to stop things from falling on people. L to check. • L to follow all normal manual handling rules in setting up equipment • YP to help only if very carefully coached and monitored by L
Other hazards in Cart Lounge:				
<ul style="list-style-type: none"> • Swinging from lights 	YP	Personal injury/damage	L	L to supervise and prevent
<ul style="list-style-type: none"> • Light bulbs uncovered 	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"> • Meter Cupboard • Corridor low level coat hooks • Someone could get locked in toilet area due to door lock • Hot Water in toilets • Fire Exit near toilets 	<p>YP YP and L YP YP and L YP</p>	<p>Personal Injury Personal Injury Personal Distress Personal Injury Child Protection</p>	<p>L L L L L</p>	<p>L to ensure bolted during session L to prevent running in the corridor L have first aid kit L Buck has basic first aid training Wedge door open to prevent and supervise YP are old enough to be aware of the dangers Ensure remains closed during session and monitor,</p>
<p>Other hazards in Coffee Room:</p> <ul style="list-style-type: none"> • Low hanging lights • Sockets • Hatch 	<p>YP YP and L</p>	<p>Personal injury/damage</p>	<p>L L</p>	<p>L to monitor/supervise LHS door (as view) open only</p>
<p>Other hazards in Upper Room:</p> <ul style="list-style-type: none"> • Light bulbs • Windows 	<p>YP and L YP and L</p>	<p>Personal injury/damage Personal injury/damage</p>	<p>L L</p>	<p>Special soft ball for any ball games which are supervised Double glazed 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>