

Risk assessment template

Company name: Plymouth Wellbeing Centre

Assessment carried out by: Karen Trim

Date of next review: July 2025

Date assessment was carried out: Feb 2025

What are the hazards?	Who might be harmed and how?	What are you already doing to control the risks?	What further action do you need to take to control the risks?	Who needs to carry out the action?	When is the action needed by?	Done
Electrical appliances	All users and visitors	Ensuring that appliances are visibly safe	Regular PAT testing Visual assessment of electrical appliances	Karen Trim/Landlord	Ongoing	PAT testing Feb 2025 Visual assessment ongoing
Trip hazards in therapy rooms and common parts.	All users and visitors	Ensure that care is taken to keep all potential trip hazards at bay. Eg do not leave things lying around, ensure	All therapists to take responsibility for their own rooms/workspaces & be mindful of this in common parts.	Karen Trim All therapists	Ongoing	

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<p>Yoga studio left set up for next use – could potential be a trip hazard</p>	<p>All visitors</p>	<p>wires are encased in provided rubber matting, ensure that all belongings & equipment are stored safely when not in use.</p> <p>Other service users therapist to assess risk in their own workspace.</p> <p>Ensure lights are on when studio is in use.</p> <p>Ensure that visitors do not cut through the studio and use</p>				

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		the corridors to access other parts of the centre. Service users have been advised about this.				
Potential hazard when clients get on or off treatment couches.	Clients	<p>Ensure that the client's feet are cleansed of oil before getting off the couch.</p> <p>Other service users/therapists to assess risk in their own workspace.</p>	None	<p>Karen Trim</p> <p>Self-employed therapists.</p>	N/A	
Use of electric blankets and heaters	Clients and/or therapists	Ensure that they do not overheat and ensure that heaters are not too close to flammable materials or placed where	None	Karen Trim	N/A	

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<p>Use of extension leads – fire hazard if overloaded or not used safely and adequately checked.</p>	<p>All users – potential fire hazard</p>	<p>someone could burn themselves.</p> <p>Other service users/therapists to assess risk in their own workspace.</p> <p>Other service users/therapists to assess risk in their own workspace.</p>	<p>None - ongoing</p>	<p>Other service users/therapists to assess risk in their own workspace.</p> <p>All</p>	<p>Ongoing</p>	
<p>Overloaded sockets</p>	<p>All users</p>	<p>New surge protect adaptor ordered for Unit 3 Room 3 – service users advised</p>	<p>None</p>	<p>Karen Trim</p>	<p>Feb 25</p>	<p>Feb 25</p>

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Fire door to kitchen in u4 needs fixing	All users – potential fire hazard	Landlord verbally advised Jan 25	Email reminder to landlord	Karen Trim	ASAP	13 th Feb 25
Centre can be dark when leaving and light switches are at the other end to the front door.	Therapists/visitors	Leave the light on in the display cabinet to give sufficient light – unit 3. Emergency lighting installed and left on.	None	All service users	Ongoing	
Use of dermaplaning blades	Clients/therapist/student	Blades are stored securely in a drawer. Use of blade removal tool. Sharps bin provided.	None	Karen Trim	ongoing	
Use of potentially harmful products	Clients/therapist/students	Products are stored securely and correctly labelled.	Locks to be applied to kitchen cupboards in both units where cleaning products are stored	Karen	ASAP	

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Spillage of products, oils, water	Clients/therapists/ students/visitors	All spillages must be cleaned up immediately to prevent slipping. Use the 'wet floor' sign when appropriate to avoid accidents.	None	All service users	ongoing	
Hot water in taps and kettles	Clients/therapists/ students/visitors	Hot water sign installed by sinks and kettles	None	None	N/A	
Step down into kitchen area in unit 3	Clients/therapists/ students/visitors	Hazard tape on the step and 2 x 'mind the step' signs	None	N/A	N/A	

More information on managing risk: www.hse.gov.uk/simple-health-safety/risk/