

WI Name: **COLNEY HEATH**

Date of assessment:

Venue or event/activity: **Monthly Meetings**

Assessment carried out by: **Committee**

Assessment of Risk				
ACTIVITY :	Description of Hazard and	likelihood of it happening	Consequences if it Happened 1-3	Risk Level
		1. Unlikely 2. Fairly likely 3. Likely	1. Low – need first aid 2. Medium – need medical assistance (broken bones, stitches etc) 3. High – Death, paralysis etc	Likelihood x Consequences = risk level
Moving chairs around. Moving tables around.	Maybe too heavy or cumbersome for a member who may strain a muscle.	1	1	1 + 1 = 2
Setting up the projector and the amp. Moving around the hall.	A member may trip over a cable or a handbag or a walking stick or anything else a member brings with her and leaves on the floor.	1	1	1 + 1 = 2
Hot drinks. Cold drinks. Food.	A member may spill her drink/food on the floor and someone may slip over on it. Or she may spill a hot drink on herself and receive a burn.	1	1	1 + 1 = 2

SIGNED

DATE