

Kenwyn Parish Council Shortlanesend Village Hall Risk Assessment

Potential Hazards	Potential Accidents/Injuries	Persons at Risk	Risk Level H/M/L	Precautions taken to reduce risk of accident/injury
Trip Hazards	Cuts / abrasions, broken limbs, muscular skeletal and other physical injuries	All hall users	M	Nothing on the floors unless put there by hirer
Wet Floors	Cuts / abrasions, broken limbs, muscular skeletal and other physical injuries	All hall users	M	Installed non slip floor surfaces and ensure floors not wet ahead of hiring. Wet Floor signs
Fire	Death, serious injury, smoke inhalation, burns	All hall users	M	Smoke detectors and alarms installed, emergency lighting installed and fire extinguishers provided. All switches illuminated. Fire extinguishers serviced annually
Electrical Faults	Death, serious injury	All hall users	M	Regular PAT Testing and Electrical Inspection and Testing carried out by approved electricians
Exposure to Cleaning Chemicals	Death, serious injury, other physical injuries	All hall users	M	All cleaning chemicals locked away in cleaning cupboard. Cleaner well trained in their use and all COSHH requirements
Store cupboard – chairs stacked too high	Cuts / abrasions, broken limbs, muscular skeletal and other physical injuries	All hall users	L	Instruction and line drawn in the hall as to how high the chairs can be stacked

Burns – kitchen	Burns and scalds		L	First Aid Kit and Eye Wash Kit provided and in the kitchen on the wall with clear instructions and regularly topped up by Clerk
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May 2019