



DEDWORTH GREEN BAPTIST CHURCH	GENERAL RISK ASSESSMENT
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Primary Responsibility:	Trustees	Date Effective:	June 2022
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Review date:	01/06/2025		
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Risk:	Fire
Persons at risk	Anyone in the building and the fabric of the building

Control Measures	Control in place (Y/N)	Person Responsible	Comments Also refer to Health & Safety Policy Section C
1. Fire alarm installed	y	Trustees	Please also refer to Health and Safety Policy
2. Fire doors installed	y	Trustees	Please also refer to Health and Safety Policy
3. Fire exits clearly labelled and kept clear	y	Trustees	Please also refer to Health and Safety Policy
4. Fire alarm tested monthly	y	Trustees	Please also refer to Health and Safety Policy
5. Fire alarm serviced yearly	y	Trustees	Please also refer to Health and Safety Policy

Risk:	Accidents
Persons at risk	Anyone in the building

Control Measures	Control in place (Y/N)	Person Responsible	Comments Also refer to Health & Safety Policy Section C
1. As far as practicable keeps floors clear of obstacles	y	Trustees	Please also refer to Health and Safety Policy
2. All users of the building to have separate risk assessments to cover their activities	y	Trustees	Please also refer to Health and Safety Policy
3. Ensure that first aid box is in place in kitchen and restock as necessary	y	Trustees	Please also refer to Health and Safety Policy
4. Ensure accident book is in place in kitchen and is used to record any accident. For more serious accidents that RIDDOR process is followed	y	Trustees	Please also refer to Health and Safety Policy
5. Ensure fire extinguishers are in place and labelled	y	Trustees	Please also refer to Health and Safety Policy
6. Outdoor lighting in place on path and steps	Y	Trustees	Please also refer to Health and Safety Policy
7. Salt/grit available for icy weather	Y	User of building	Please also refer to Health and Safety Policy
8. Only those authorised by the trustees (list held by secretary) can work at height in the building	Y	Trustees	Please also refer to Health and Safety Policy
9. Hazardous substances (such as cleaning materials) will be in clearly labelled containers and stored, as far a possible in the locked cleaning cupboard. Exceptions are washing up materials both manual and dishwasher and the anti viral wipes needed in all rooms	Y	Trustees	Please also refer to Health and Safety Policy
10. Trolleys provided for moving chairs and tables to prevent injury	Y	All users	Please also refer to Health and Safety Policy

Risk:	Electrical safety
Persons at risk	Anyone in the building

Control Measures	Control in place (Y/N)	Person Responsible	Comments Also refer to Health & Safety Policy Section C
1. Sockets should be visibly inspected by user and any concerns reported on list in kitchen	y	Trustees	Please also refer to Health and Safety Policy
2. Low level sockets should have socket protectors in for child safety	y	Trustees	Please also refer to Health and Safety Policy
3. When using plug in appliances check that the cables do not constitute a trip hazard	y	Trustees	Please also refer to Health and Safety Policy
4. Full inspection of electrical system by qualified engineer should be carried out every 5 years	y	Trustees	Please also refer to Health and Safety Policy Check date due

Risk:	Food poisoning from food prepared on site
Persons at risk	Anyone eating food prepared in the kitchen

Control Measures	Control in place (Y/N)	Person Responsible	Comments Also refer to Health & Safety Policy Section C
1. Those preparing food onsite for church events will have food safety training and certification	y	Trustees	Please also refer to Health and Safety Policy
2. Cleaning supplies for the kitchen will always be available	y	Trustees	Please also refer to Health and Safety Policy

Risk:	The safety of children and vulnerable adults
Persons at risk	Those vulnerable groups attending church or church events

Control Measures	Control in place (Y/N)	Person Responsible	Comments
1. All those carrying our group work with children will have DBS checks and will receive regular safeguarding training to a level appropriate for their role.	y	Trustees	Please also refer to safeguarding policy
2. All those carrying out group work with potentially vulnerable adults will have DBS checks and will receive regular safeguarding training to a level appropriate for their role.	y	Trustees	Please also refer to safeguarding Policy
3. All trustees will have DBS checks and will receive regular safeguarding training to a level appropriate for their role.	y	Trustees	Please also refer to safeguarding Policy
4. There will be at least one designated safeguarding lead	y	Trustees	Please also refer to safeguarding Policy