

General Risk Assessment.

Policy & Form

It is a policy of Andrews Farm Community Church (AFCC) to provide a safe environment to any function held away from the general worship area. Therefore before an activity is held, an assessment must be completed on what dangers that could cause injury or damage to property.

Any dangers/risks found are to be given a "Likelihood" (chance of an incident occurring) score and noted in the relevant space. A "Severity" (how serious the results of an incident happening) score is then to be placed in the relevant space. These two scores are to be multiplied to determine a Rating score which to be placed in the appropriate space. The scores are determined by the assumptions as described below.

The score determines the urgency on eliminating the danger/risk. The following points are to be a guide.

- Scores of 5-9 indicate a requirement for removing the danger/risk immediately.
- Scores of 3-4 indicate a requirement of limiting the risk by some means; e.g. warning signs or some other temporary means.
- Scores of 1-2 indicate that the risk may be acceptable but is to be monitored so risk is not increased.

Under additional controls you should note the additional measures that are needed to reduce the risk to an acceptable level and record when they have been implemented.

<p><i>Likelihood</i></p> <p>1 = <i>Low (Seldom or unlikely)</i></p> <p>2 = <i>Medium (frequently or probable)</i></p> <p>3 = <i>High (certain or near certain)</i></p>	<p><i>Severity</i></p> <p>1 = <i>Low (minor cuts and bruises)</i></p> <p>2 = <i>Medium (serious injury or incapacitated for 3 days or more)</i></p> <p>3 = <i>High (fatality or a number of persons serious injured)</i></p>
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Activity	
Date of Activity	
Assessment undertaken by	
Date of Assessment	
Review Date:	
Area/Room assessed	

Risk details are to assessed and recorded in table on other side:

Risk Details:

Hazard, risks or persons likely to be affected.	Likelihood. Scale 1-3	Severity. Scale 1-3.	Rating. Multiply L x S.	Actions to be taken to diminish or eliminate risk.
Physical. Slip, trip and fall hazards. Falling & crush Hazards.				
Electricity. Potential for ignition, burns, and shocks.				
Bio-hazards. Chemicals, unsafe material and dust				
Manual handling.				
Physical threats. Elements, conditions that could cause heat related injuries.				
Any other identifiable risks.				

When completed, please hand to Pastor for actioning.

Office use only: -

Form: General-risk-assessment-form.

Composed Dec 2018. Review due Dec 2019 Reviewed _____

By: R Smith By: _____ By: _____