

ACTIVITY RISK ASSESSMENT - INCLUDING HOLIDAYS AND TRIPS

Activity: Messy Mass

Date of risk assessment: 16.7.23

Location: Holy Trinity, Woodgreen

Time / frequency: 6 times a year

Name of leader with responsibility: The Rev'd Canon Toby Wright

Date to be reviewed: Annually

What are the hazards?	Who might be harmed and how?	What are you already doing?	Do you need to do anything else to manage risks?	Action by whom?	Action by when?
Trip / bump hazards around the building	Children not noticing chairs / rug / uneven floor surfaces / small tables	Rug is bright red ie good visibility. Ask children to walk and not run around	Reminders throughout service to walk carefully especially for any processing.	TW/other priest & all helpers	ongoing
Candles	Children being burned by candle wax or flame	Consider whether it is safe to have Acolytes, eg by assessing age of children. Be especially aware if children are dressing up.	Candles are in a safe container on the Nave Altar only, except when it is safe to have Acolytes also.	TW/ other priest	when setting up for the service
Toilet door is sticking	Children getting stuck in the loo	Signs are up indicating that the door sticks (in certain weather conditions)	Ask parents / grandparents / carers to supervise their young people Arrange for the door to be repaired	Wardens	asap
Craft with scissors and glue	Accidental cutting / glue on hands etc	Scissors are children's craft scissors. Glues used are low adhesive glue stick.	Children are being supervised by responsible adults at the craft table and activities are individually risk assessed.	Craft table adults	ongoing
Children leaving the building unsupervised	Accidents / incidents in churchyard or road	Parents / grandparents / carers need to be aware that doors may be open and are responsible for supervising the children.	Welcomers to be aware of young people who may wander out unsupervised when people are arriving and leaving	Welcomers and all adults	before and after each service

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Eating food – breakfast	Choking / food reactions	Children are seated at a table to assist healthy digestion. Adults supervising food and ensuring that grapes, usually served, are chopped into four. Parents need to tell us of allergies	Consent Forms are regularly reviewed and updated by Parents / Carers.	Person preparing food/ parents and guardians	ongoing
Covid transmission or other respiratory infection	Vulnerable people who might be clinically susceptible to infection	Reminders about hand washing and use of gel; maintaining social distance; open windows at wardens' discretion. Individuals may choose to wear masks	Remind Parents / Grandparents / Carers to supervise their young people with hand hygiene, particularly before eating. Wiping surfaces	All	ongoing

Charlotte Tremain reviewed and updated 8.7.23