

Grace Church Sydenham Premises Risk Assessment

Date of risk assessment: February 2022

Date for review: February 2023

Premises: The New Generation Youth Centre, Wells Park Road, Sydenham SE26 6AD

Carried out by: Nicola Collett-White (Safeguarding Co-ordinator – Policy)

Approved by: Tim Iles

What could cause harm	Nature of potential harm	Existing precautions	Additional precautions required	High/Medium or Low Risk	Notes
Person/s entering or being in the premises and causing harm	Physical harm	<p>GCS member on welcoming is at the front of the building from 10.15am</p> <p>Once GCS welcomer leaves post they lock the door shut so that no one can enter once the service has started. The other church who uses the premises then has to let people in.</p>		Medium	Due to the welcoming nature of the church and the nature of this site, we cannot completely avoid this risk

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Trips and falls inside or out	Minor injury, serious injury or death	<p>First Aid kit on site. First aider or medical professional usually on site each Sunday</p> <p>Ensure wires and leads are not a trip hazard by directing their route and/or covering</p>		High	
Hazardous objects or materials left by other users of the premises	Minor or serious injury or death	Inside (including toilets) checked by those on church set up duty for any hazards		Low	
Unsafe electrically	Minor or serious injury or death	<ul style="list-style-type: none"> Visual check of GCS appliances eg urn, slow cookers 			

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Unhygienic food preparation	illness	<p>Ensure all those preparing food wash hands and ensure surfaces and utensils are clean.</p> <p>Wipe all surfaces with anti-bacteria spray pre use for food</p>		Medium	

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Unsafe lifting procedures	Back and other injury	<ul style="list-style-type: none"> • Consider whether the person carrying the load is best suited to the task, or if assistance is needed (such as using a team lift technique where more than one person lifts the load). • Reduce the size of boxes, bags and other containers • Utilise a good lifting technique. Bend your hips and knees to squat down to your load, keep it close to your body, and straighten your legs to lift. Avoid turning or twisting your body while lifting or holding a heavy object. 			

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Fire Risk Assessment	Minor or serious injury or death				
Source of Ignition risk from electrical system		<ul style="list-style-type: none"> • One extension lead per socket • No extension lead plugged into another extension lead • Fuel sources such as waste paper bins, flammable materials such as Christmas decorations kept away from electrical systems 		Medium	
Source of Ignition risk from candles at Christingle		<ul style="list-style-type: none"> • Ignited for short time only and always in presence of others • Children supervised by adults • Candles are held away from fuel sources 		Medium	

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Ignition risk from use of kitchen (sources of fuel eg cooking oil used by TNG)		<ul style="list-style-type: none"> • Do not use TNG ovens until we have confirmation that they have been safely tested. • Visual check of appliances eg urn, slow cookers 		Low if ovens not used	
Risk to disabled when exiting building in the case of a fire		<ul style="list-style-type: none"> • Ensure wheelchair users sit with clear access to fire exit • If downstairs fire exit blocked, fire warden ensures wheelchair users are enabled upstairs (do not use lift in a fire) 		Medium	

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<p>Confusion as to fire procedures leading to slow or unsafe evacuation</p>		<ul style="list-style-type: none"> • Those on welcoming duty are the fire wardens that day • All regular attenders read this risk assessment <p>Fire wardens duties in the event of a fire</p> <ul style="list-style-type: none"> • Open main exit door if needed for exit • Ensure those who are disabled have people to get them out • Contact fire brigade • Sweep toilets and all other indoor areas used by GCS <p>Fire drill to evacuate building</p> <p>Fire drill practice x2 per year</p>		<p>Low</p>	

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Fire doors locked or access blocked		<ul style="list-style-type: none"> Those on set up duty check that fire doors are not locked or blocked 		Low	
Inadequate fire fighting equipment	Damage to property	None		High	No one is trained in the use of fire extinguishers so they should not be used
Child exiting the building and getting lost or harmed	Injury, death or child taken	<p>Parents have responsibility for their children whenever they are not in Ignite.</p> <p>There is only one exit which is upstairs. There are not multiple ways out</p>		Medium	

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<p>TNG allowing other users to use same space as GCS and those users causing harm</p>	<p>Minor injury, fear, serious injury</p>	<p>Common sense of church members and leadership - being extra vigilant</p> <p>Church leadership are made aware of which company/ies or individuals are using the premises at the same time as us</p> <p>Ignite – the children are never out of sight and sound of at least 1 GCS leader</p>			

Notes

The risks associated with Covid 19 are risk assessed separately.