

**Chester u3a Home-Based Risk Assessment Form**

<b>Interest Group</b>		<b>Date</b>	
<b>Group Leader</b>		<b>Risk Assessor</b>	
<b>Description of Activity</b>			

Answer all Questions as Y, N or N/A. If any question is **No**, then give mitigation.

Item	Y, N or N/A	Mitigation
<b>General.</b> Is there enough space for all members in attendance?		
Have all trip hazards been identified and removed?		
Are the walkways that members have access to kept free from obstacles?		
Are there enough seats for all members in attendance?		
Can everyone access the room?		
Have you taken a register of all members in attendance?		
<b>Electrical.</b> Have you made sure there are no trailing leads to prevent a member tripping.		
Have all cables in use for this activity been visually inspected to ensure they are intact and safe.		
<b>Fire Safety.</b> Are all exits unobstructed?		
Is there a working smoke alarm?		
<b>Wellbeing.</b> Are light refreshments available to members (at least water)?		
Have members been made aware of any pets?		

Other identified Risks	Mitigation