



RISK ASSESSMENT

CLUB: Energize	ASSESSMENT DATE: 22/09/17
ACTIVITY / ENVIRONMENT: Youth Club	COMPLETED BY: Sherrin Neenan & Graham Harry
EDUCATIONAL OBJECTIVES: To have fun and build relationships with the youth within the community.	DATE REVIEWED:

1. Hazard <i>List significant hazards which may result in serious harm or affect several people.</i>	2. Who might be harmed <i>List groups of people who are especially at risk from the significant hazards identified.</i>	3. Is the risk adequately controlled? <i>List existing controls or note where the information may be found. (e.g. Information, instruction, training, systems or procedures)</i>	4. What further action is needed to control the risk? <i>List the risks which are not adequately controlled and proposed action where it is reasonably practicable to do more.</i>
<p>Scolding by hot drinks</p> <p>Abuse of young people</p>	<p>Young people & adults</p> <p>Young people</p>	<p>All adults and young people should be sat down when handling hot drinks. Adult supervision in the kitchen.</p> <p>All adults working at Energize will undergo a full DBS enhanced disclosure, and will have filled in a Energize leader/helper role description, as well as reading the Copplestone Methodist Church Safeguarding policy.</p> <p>There will always be at least two helpers in the room when young people are present.</p> <p>Leaders will monitor any issues of Bullying and deal with appropriately.</p> <p>Young people will not be able to loiter in the corridor away from leaders line of sight.</p>	

Abuse towards adults	Adults	Ensure that there is always at least two helpers/leaders present.	
Fire	Young people & adults	Adult supervision at all times. No smoking in building will be enforced by staff. Fire extinguishers are located throughout the building. Staff have mobile phone to hand at all times. Young people will be supervised in the kitchen.	
Lost Young person	Young people & adults	Young people will not be allowed outside the hall unless supervised. Hall door will be on kept on the latch after 7.15pm. Young people will be called to the door once their parent/carer has arrived to collect them. Young people will be signed out by their parent/carer. Any young person with permission to walk home alone - leaders will text parents the time they leave and request a text to confirm they are home.	
Accidents	Young people & adults	At least 1 leader/helper will hold a First-Aid certificate. Outdoor games will be supervised Leaders to ensure equipment such as pool cues etc are used appropriately. Equipment will be maintained to an appropriate standard.	<i>Cars arriving/leaving the car park.</i> Leaders to ask parents to be aware. Keep young people inside until collected.
Nail varnish remover	Young people & adults	Supervision of young people.	
Craft activities	Young people & adults	Supervision of young people particularly with scissors, hot glue guns or any resources that can be dangerous.	

ENERGIZE!

Copplestone Methodist Church, EX17 5NH