

Our Church Risk Assessment

Name of church:

Trinity Methodist Church

Address:

Rainstead Rd
Chelmsford.

Date(s) assessment carried out:

29.6.24

Date review of assessment required:

6.24

Signed*:



How we carried out the risk assessment

1. First of all we looked at information produced by Methodist Insurance to help us understand where hazards could occur in our church. This included their Health and Safety Made Simple Guide, the introduction to this template, and the guidance provided on their website at www.methodistinsurance.co.uk/healthandsafety. We also looked at relevant information provided by the Health and Safety Executive at www.hse.gov.uk.
2. We discussed if anyone could remember if there had ever been any accidents in the past.
3. We then discussed if any other users of the church or anyone who had done work for the church had reported any concerns regarding health and safety.
4. We then walked around the church, the grounds, and any other buildings we are responsible for and noted anything that might cause harm. We considered how accidents might happen and how serious the outcome of those might be. We noted if there were any precautions in place or any additional ones we could take. If it was possible to eliminate the risk entirely we did this as soon as we could. This was based on what we had learned from the information we had reviewed above (note one).
5. We also considered any hazards presented by other activities, such as festivals, concerts or other events including fêtes etc. Where these were to be held, we agreed that we would review health and safety precautions before holding the event.
6. We recorded the findings of our assessment using this template.
7. We communicated the findings to all our employees and volunteers, including anyone new who joins us.
8. We have put the risk assessment into practice, making sure that each identified action is progressed and noting when each one is completed on this template.
9. We will review and update our risk assessments where we suspect they are no longer valid.

*Designated member of the CC with responsibility for health and safety.

Area assessed:

1. ~~Worship Area~~
Whole of Premises.

Internal areas of the church normally open to the public (for example, worship area, meeting rooms, halls and toilets balconies, etc.).

Who might be harmed?:

Anyone.

Members of the Church, employees, volunteers, visitors, ministers, preachers in fact anyone visiting the church.

What could cause harm?	Tick here if risk or N/A	Existing precautions in place	Additional precautions required	Who needs to take action?	When does this need to be completed by?	Tick when completed	Completion date
Trips:							
• Worn or unfixed carpet edges, rugs or doormats	N/A						
• Trailing wires, cables or leads	N/A						
• Worn, damaged or uneven steps or stairs	Risk X						
• Poor lighting	X						
• Missing or defective handrails	N/A X						
• Variations in the level of floors (for example, ramps)		✓					
• Restricted access including doorway widths	N/A						
• Other.							
Slips:							
• Smooth floor surfaces		✓					
• Cleaning activity making floors slippery (for example, wet mopping, use of polishes, etc.)		✓					
• Wet or contaminated floors from poor maintenance (for example, leaking roofs)	Risk N/A						
• Spillages of food or drink (particularly in kitchen areas)		✓					
• Walk-in contaminant from adverse weather (for example, mud, rainwater, etc.)	N/A						
• Other.							

RISK ASSESSMENT (LARGE CHURCH)

What could cause harm?	Tick here if risk or N/A	Existing precautions in place	Additional precautions required	Who needs to take action?	When does this need to be completed by?	Tick when completed	Completion date
<p>Falls From Height:</p> <ul style="list-style-type: none"> When changing lightbulbs When cleaning or decorating When putting decorations or displays up Inadequately guarded balconies or other areas at height Fragile ceiling material where work or access is required Damaged ladders, stepladders or other access equipment Other. 	<p>Risk</p> <p>N/A ✓</p> <p>✓ N/A</p> <p>N/A.</p>	<p>✓</p> <p>✓</p> <p>✓</p>					
<p>Fire:</p> <ul style="list-style-type: none"> Accumulations of combustible waste Accumulations of flammable materials Blocked or obstructed exit routes Locked escape doors Portable heaters Other. 	<p>Risk</p> <p>N/A ✓</p> <p>2/20</p> <p>2/20</p>	<p>✓</p>					
<p>Electricity:</p> <ul style="list-style-type: none"> Faulty or damaged fixed wiring Faulty, damaged or unauthorised portable electrical equipment Faulty or damaged extension cables or adaptors Other. 	<p>N/A.</p> <p>Risk</p> <p>N/A ✓</p> <p>N/A</p>						
<p>Gas:</p> <ul style="list-style-type: none"> Defective or poorly maintained gas boilers or pipework Other. 	<p>Risk</p> <p>N/A</p>	<p>✓</p>					
<p>Lifting equipment:</p> <ul style="list-style-type: none"> Lifts Other. 	<p>Risk</p> <p>N/A</p>	<p>✓</p>					

RISK ASSESSMENT (LARGE CHURCH)

What could cause harm?	Tick here if risk or N/A	Existing precautions in place	Additional precautions required	Who needs to take action?	When does this need to be completed by?	Tick when completed	Completion date
Work Equipment: <ul style="list-style-type: none"> Defective or poorly maintained power tools (for example, vacuum cleaners, floor polishers, etc.) Defective or poorly maintained hand tools (for example, garden shears, hammers, etc.) Other. 	Risk N/A ✓						
Manual Handling (lifting or carrying): <ul style="list-style-type: none"> Bulky or unwieldy furniture Heavy audio visual or computer equipment General rubbish that may include breakages (for example, glass) Other. 	Risk N/A	✓ ✓ ✓					
Asbestos: <ul style="list-style-type: none"> In insulation, lagging or fire protection In wall and roof linings In organ blowers In motor housings Other. 	Risk N/A ✓						
Glazing: <ul style="list-style-type: none"> Non-safety glass in doors, partitions or floors Other. 	Risk N/A ✓						
Hazardous Substances: <ul style="list-style-type: none"> Cleaning products (for example, polish, drain cleaner, etc.) Other. 	Risk N/A	✓					
Other:	Risk N/A						
Other:	Risk N/A						

RISK ASSESSMENT (LARGE CHURCH)

What could cause harm?	Tick here if risk or N/A	Existing precautions in place	Additional precautions required	Who needs to take action?	When does this need to be completed by?	Tick when completed	Completion date
<p>Car Park:</p> <ul style="list-style-type: none"> Entrance and exits not clearly marked Poor lighting Other. 	<p>Risk</p> <p>N/A</p>	<p>✓</p> <p>✓</p> <p>✓</p>					
<p>Electricity:</p> <ul style="list-style-type: none"> Faulty or damaged fixed wiring Faulty, damaged or unauthorised portable electrical equipment Faulty or damaged extension cables or adaptors Other. 	<p>Risk</p> <p>N/A ✓</p>						
<p>Gas:</p> <ul style="list-style-type: none"> Liquefied petroleum gas (LPG) bottles incorrectly sited Pipework damaged Other. 	<p>Risk</p> <p>N/A ✓</p>						
<p>Work Equipment:</p> <ul style="list-style-type: none"> Defective or poorly maintained power tools (for example, lawnmowers, strimmers, etc.) Defective or poorly maintained hand tools (for example, garden shears, hammers, etc.) Other. 	<p>Risk</p> <p>N/A ✓</p>						
<p>Hazardous Substances:</p> <ul style="list-style-type: none"> Maintenance products (for example, petrol, liquefied petroleum gas, etc.) Horticultural products (for example, pesticides, weedkillers, fertilisers, etc.) Other. 	<p>Risk</p> <p>N/A ✓</p>						

RISK ASSESSMENT (LARGE CHURCH)

What could cause harm?	Tick here if risk or N/A	Existing precautions in place	Additional precautions required	Who needs to take action?	When does this need to be completed by?	Tick when completed	Completion date
Other:	Risk N/A						
Other:	Risk N/A						

RISK ASSESSMENT (LARGE CHURCH)

What could cause harm?	Tick here if risk or N/A	Existing precautions in place	Additional precautions required	Who needs to take action?	When does this need to be completed by?	Tick when completed	Completion date
Food Preparation: <ul style="list-style-type: none"> Defective cooking equipment Unsecured or poorly positioned hot water boilers Unclean food preparation areas Inadequate washing facilities Other. 	N/A Risk N/A	✓ ✓ ✓ ✓					
Asbestos: <ul style="list-style-type: none"> In insulation, lagging or fire protection In wall and roof linings In organ blowers In motor housings Other. 	Risk N/A ✓						
Glazing: <ul style="list-style-type: none"> Non-safety glass in doors, partitions or floors Other. 	Risk N/A	✓					
Hazardous Substances: <ul style="list-style-type: none"> Cleaning products (for example, polish, drain cleaner, etc.) Other. 	Risk N/A	✓					
Manual Handling (lifting or carrying): <ul style="list-style-type: none"> Bulky or unwieldy furniture Heavy audio visual or computer equipment General rubbish that may include breakages (for example, glass) Other. 	Risk N/A	✓					