

# Hertfordshire County Scout Council

## Phasels Wood Activity Centre

### Building Risk Assessment



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| <b>1</b> | <b>Activity Area</b>   | Avenue Lodge                       |
|          | <b>Frequency of use</b>  | As booked                          |
| <b>2</b> | <b>Personnel Involved</b>  | Instructors/Staff/Campers/Visitors |
|          | <b>Number of people</b>  | 1 – 20                             |
| <b>3</b> | <b>Potential Hazards</b>   | <b>4 Risk Level</b>                |
|          | 1 Uneven, wet surfaces   | Medium                             |
|          | 2 Fire risk  | Low                                |
|          | 3 Electrical Equipment   | Low                                |
|          | 4 Cleaning Equipment and chemicals   | Low                                |
|          | 5 Gas equipment & boilers  | Low                                |
|          | 6 Working at height  | Low                                |
|          | 7 Heaters – Contact & Risk of fire   | Medium                             |
|          | 8 Food Hygiene   | Medium                             |
| <b>5</b> | <b>Measures Taken to Control Hazards</b>   |                                    |
|          | 1 Ensure floor area kept clear, obstructions tidied away, spills cleared and floors allowed to dry after cleaning. Ensure external areas at risk are well lit at night.                  |                                    |
|          | 2 Ensure combustible material cleared regularly, fire extinguishers in place and sources of ignition controlled  |                                    |
|          | 3 Use as per manufacturers instructions, PAT regime in place, minimise trailing cables, do not overload fuses, appropriate trips on circuits. Campers advised of protocol prior to camp. |                                    |
|          | 4 Store cleaning materials in designated areas, chemicals secured, COSHH and product specific training as appropriate. Remove industrial chemicals from buildings before public use.     |                                    |
|          | 5 Appropriate service and testing regime, keep clear of combustible materials  |                                    |
|          | 6 Use access equipment appropriate to job and for which training has been given  |                                    |
|          | 7 Signage in place to warn of risk from contact and advising not to cover.   |                                    |
|          | 8 Ensure kitchen area, fridges and cookers are cleaned prior to occupation of building.  |                                    |

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