

Hertfordshire County Scout Council

Phasels Wood Activity Centre

Building Risk Assessment



- | | | |
|----------|--|------------------------------------|
| 1 | Activity Area | Jubilee Hut |
| | Frequency of use | As booked |
| 2 | Personnel Involved | Instructors/Staff/Campers/Visitors |
| | Number of people | 1 – 100 |
| 3 | Potential Hazards | 4 Risk Level |
| | 1 Uneven, wet floors | 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 Open kitchen area | Medium |
| | 8 Food Hygiene | Medium |
| 5 | Measures Taken to Control Hazards | |
| | 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 Segregate kitchen from hall when in use and advise campers to oversee children when in area/limit access during cooking. | |
| | 8 Ensure kitchen area, fridges and cookers are cleaned prior to occupation of building. | |

<p>Compilation date - September 2024</p> <p>Review period - 12 Months</p> <p>Reference Number - PWAC/B009</p>	<p>Compiled by: KP</p> <p>Reviewed by: DS</p>
---	---