Prayer 24/7 Risk Assessment

|  |  |  |  |
| --- | --- | --- | --- |
| **Name of Event** | **Description of Event** | **Date of Event** | **Venue** |
| Prayer 24/7  | A whole week of prayer in a tent. This prayer happen every hour of the day and night, and includes many different prayer activities. |  |  |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **What are the hazards?** | **Who might be harmed and how?** | **Risk Rating** | **What action will be taken? (Control Measures)** | **Action by who?** | **Action when?** | **Revised Risk Rating** |
| Slips, trips and falls | Any person attending the event may suffer injuries if they slip, trip or fall, e.g. on spillages, wet ground or tripping over objects. | 9(Moderate) | * Any spillages cleared up immediately.
* All electrical leads and cables to be taped down or covered with mats.
* All walkways to be kept clear of unnecessary objects.
* Place Guy ropes as out of the way as possible and highlight them to make them more visible
* Ask visitors to inform leaders if floors become wet in communal bathrooms or changing rooms
* Inform visitors if they are coming at night to bring a torch
* Clear signage indicating that help is available at the Reach or the Rectory
* The entrance and tent will be well lit
 | Team | Before, during the event and after | 5(Low) |
| Hazardous items and substances e.g. craft materials, scissors, glue etc. | Any person attending the event may suffer injuries from items used for the craft activities or other activities during sessions. | 4(Low) | * Each activity with potentially hazardous substances & equipment to be supervised by at least one adult
* Child-safe scissors/glue etc. to be used.
* Clear instruction to be given for activities
 | Team | During the event. | 3(Low) |
| Accidental Injury, people being unaware of injury | Any person  | 8(Moderate) | * All visitors will be advised to come in pairs when praying at Night
* All participants to be informed of who supervisors are
* Clear signage indicating that help is available at the Reach or the Rectory
 | Leaders | Before, during the event and after | 5(Low) |
| Manual Handling | Team members may suffer from injury of they try to lift objects that are too heavy or awkward. | 12(High) | * Team members advised not to lift heavy items alone.
* Team arrive early to set up so that they are not rushing when unloading heavy objects
 | Team | Before and after the event. | 4(Low) |
| Fire | If trapped, any person could suffer from injuries in the event of a fire. | 4(Low) | * Ensure that the fire procedures are clearly communicated to all people at the start of the event, pointing out the marked fire exits and assembly points.
* Entrance kept clear
* Using water proof electricals to reduce fire risk
 | Team | At the beginning and during the event. | 3(Low) |
| Safeguarding | Young people or those who are vulnerable at risk if they are around adults who are not known to them / adults without DBS certificates.Especially from unknown members of the public. | 8(Moderate) | * All supervisors are DBS checked
* Safeguarding officer designated for the event with contact information displayed
* Visiting Youth Groups advised to handle their own safeguarding
* All visitors, but especially under 18s and those physically or mentally vulnerable are advised to use tent with a trusted partner
* Supervisors available 24/7 next to site if needed
 | Supervisors, Safeguarding Officer | Throughout the event. |  4(Low) |
| Fighting or aggression among participants | Any participants | 8(Moderate) | * A code of conduct is displayed within the tent
* Supervisors on call
* Group leaders to be and alongside their young people during activities time
 | Supervisors, youth leaders | At the beginning of and during the event | 3(Low) |
| Injury to a supervisor | Supervisors who overseeing the event | 6(Moderate) | * In the event that a supervisor is injured or taken ill during the weekend one of two things will happen:
* If minor then supervisor is treated
* If major the supervisor can contact Rev Ben or Rev Matt who will arrange a replacement for them
 | First Aid Trained Leaders | During the event | 3(Low) |
| Tent being put up incorrectly  | Supervisors, volunteers and participants | (6)Moderate  | * Tent setting up to be supervised by a supervisor
* Supervisors to check that tent poles and guys ropes are secure periodically
 | supervisors | At the beginning of and during the event | 3 (Low) |
| A person doesn’t turn up for their slot | Participants | (8)Moderate | * If someone doesn’t turn up to their slot they contact the on duty supervisor
* Supervisors step into the tent and relieve the participant(s)
* Supervisors to attempt to contact the person(s) who hasn’t turned up
* Participants encouraged to let supervisors if they can’t make it
* A team of people will be created to fill in suddenly empty slots
 | Supervisors, volunteer teams | during the event | 4 (Low) |
| Weather | Any Person | (8)Moderate | * In the event of severe weather occurring that could cause concern for integrity of the tent the Supervisor (with help from volunteers )shall take down the tent and cancel the event
* If there is large amounts of rain the Supervisors will warn participants of the risk of slipping
 | Supervisors, volunteer teams | During the event | 4 (Low) |

|  |  |  |
| --- | --- | --- |
| **Assessment Completed By:**  | **Signature:** | **Date:** |
| **Approved by Line Manager:**  | **Signature:** | **Date:** |
|  |
| Events First Aiders: |  |
|  |
| Event Safeguarding Co-ordinator/Child Protection Officer: | Someone (Someone else if a concern involves someone) |

|  |
| --- |
| **Calculating Risk**  |
| **Risk** | **Threat to life****(5)** | **Very serious** **(4)** | **Serious** **(3)** | **Not too serious** **(2)** | **Not serious (1)** |
| **Very likely to happen (5)** | High(25) | High(20) | High(15) | Moderate(10) | Low(5) |
| **Likely (4)** | High(20)  | High(16) | High(12) | Moderate(8) | Low(4) |
| **Moderately Likely (3)** | High(15) | High(12) | Moderate(9) | Moderate(6) | Low(3) |
| **Unlikely (2)** | Moderate(10) | Moderate(8) | Moderate(6) | Low(4) | Low(2) |
| **Very unlikely (1)** | Low(5) | Low(4) | Low(3) | Low(2) | Negligible(1) |

# Needs immediate remedy 11+

**Needs attention 6-10**

**No action 1-5**

**No action**. The activity is low risk and control measures are satisfactory

**Needs attention.** The risk is not adequately low. Identify actions that are necessary to further reduce the risk. Once these are identified, reassess the risk.

**Needs immediate remedy.** The risk is too hazardous to continue the activity and immediate action must be taken. It is advisable to cease this activity until its rating can be reduced to **N** or **NA**