

Ash u3a

Indoor Activity Risk Assessment

Name of person completing risk assessment checklist:	Date:
Activity:	

Where you identify a particular risk you should note the actions you will take to reduce it. It's important to carry out a risk assessment before the activity takes place, and you can always add to this during the activity.

Has the risk of slips, trips and falls been minimised? Consider access, paths, steps, stairs, flooring and trailing cables.		
Yes	No	NA
Mitigation if No:		

Are there adequate fire safety measures in place? This could include fire alarms, smoke detectors, emergency exits and designated assembly point.		
Yes	No	NA
Mitigation if No:		

Has well being been considered, such as adequate seating, hydration, toilets, prolonged physical activity?'		
Yes	No	NA
Mitigation if No:		

Are environmental conditions suitable - lighting, heating and ventilation?		
Yes	No	NA
Mitigation if No:		

Is equipment being used serviceable and fit for purpose - such as electrical devices, screens, sports and specialist equipment?		
Yes	No	NA
Mitigation if No:		