

Hertfordshire County Scout Council

Well End Activity Centre

Building Risk Assessment



- 1 Activity Area** **Jim Day**
- 2 Frequency of use** **As booked**
- 3 Personnel Involved** **Instructors/Staff/Campers/Visitors**
Number of people **1 – 32**

4 Potential Hazards	4 Risk Level
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
9 Water temperature	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 manufacturer's 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.
- 9 Signage in place to advise of high temperature.

Compilation date - September 2024
 Review period - 12 Months
 Reference Number - WEAC/B003

Compiled by: KP
 Reviewed by: DS