

**Parva House Risk Assessment**

To be reviewed annually at the September meeting

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| **Risk:** | Impact | Likelihood | Controls | Ownership |
| Motor vehicle movements around the car park | H | L | * Ensure participants are supervised by an appropriate adult when in the grounds * Ensure gates are kept closed once all participants are on site | All participants including visitors  Leader in charge of residential event (LinC) |
| Accidents in kitchen | M | M | * Girls to be supervised at all times * Kitchen door not to be used as the main entrance or exit during residentials | LinC  LinC |
| Slips, trips and falls of participants | M | M | * Keep all rooms free from trip hazards including all fire escapes * Ensure girls wear appropriate footwear for activity * Encourage girls to use main entrance door to exit house as kitchen door has a step * Ensure that separate risk assessment for Climbing Boulder is read and practiced * Prohibit girls from jumping up and down on bunk beds and encourage them to use the ladders to get in and out of bed * Ensure that “wet floor” cleaning signs are used | LinC  LinC  LinC  County Outdoor Activities Adviser to ensure documentation updated  LinC  LinC |
| Cuts to participants | L | L | * Supervise girls when using sharp knives in the kitchen environment | LinC |
| Burns or scalds to participants | M | L | * Night storages temperatures to be maintained through controls. * Overhead heaters provide additional heating and could cause burns if participants stand under them too long. * Do not over fill kettle * Ensure water temperature suitable for activity – washing up etc * Ensure that cleaning products are stored in accordance with manufacturers guidelines | LinC  Parva House Management Committee (PHMC) to ensure heating is maintained  LinC  LinC  LinC |
| Legionella Risks | H | M | * Run all taps for a minimum of 2 minutes prior to each residential event | LinC  PHMC to ensure that guidance available |
| Risk of injury from lifting equipment | L | L | * Ensure that correct lifting procedures are adhered to when moving furniture | LinC |
| Damage to Parva House from Fire | H | L | * Fire Alarm to be tested annually * Emergency lighting to be tested regularly * Establish Fire Points * Implement no smoking policy across the establishment * Hold regular practice fire drills * Ensure electrical equipment switched off when not in use | PHMC to ensure annual maintenance  PHMC to ensure maintenance checks completed  LinC  PHMC  LinC  LinC |
| Electrical Infrastructure | M | L | * Ensure all electrical equipment is subject to annual portable appliance test * Do not overload electrical sockets * Refer to manufacturers guidelines when using electrical equipment | PHMC to ensure check completed  LinC  LinC  PHMC to ensure all manuals available |