**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 visitorsLeader 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
 | LinCLinC |
| 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
 | LinCLinCLinCCounty Outdoor Activities Adviser to ensure documentation updatedLinCLinC |
| 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
 | LinCParva House Management Committee (PHMC) to ensure heating is maintainedLinCLinCLinC |
| Legionella Risks | H | M | * Run all taps for a minimum of 2 minutes prior to each residential event
 | LinCPHMC 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 maintenancePHMC to ensure maintenance checks completedLinCPHMCLinCLinC |
| 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 completedLinCLinC PHMC to ensure all manuals available |