

Love Wythenshawe Mission Week

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Section 1 - Assessment Information

Assessment reference number	RA-GHAS-213	Risk matrix format	3x3
Created date	28/07/2020 17:05	Assessor	Gary Hardiker
Contract description		Reviewer	
Contract site		Next review date	
Org Group	Root	Location	Root

Section 2 - Hazards and Controls

Hazard Category: General

Hazard	Risk / Applies To	Control Measure(s) and Person(s) in charge	Residual Risk																																														
General: Activities - Gardening, Litter picking, Painting ETC	1. Use Of Tools ... Volunteers 2. Litter Picking ... Volunteers 3. Work at Height ... Staff and Volunteers 4. Weather Conditions	<table border="1"> <tr><td>All volunteers must be proficient in the use of any tools</td><td></td></tr> <tr><td>Any electrical power tools must be PAT tested and must be used with an RCD protector</td><td></td></tr> <tr><td>All Volunteers must be supervised be a responsible person</td><td></td></tr> <tr><td>Petrol power tools must only be used by a comptent person</td><td></td></tr> <tr><td>Appropriate eye protection, Gloves and foot wear Must be used at all times</td><td></td></tr> <tr><td>All waste must be disposed of Correctly.</td><td></td></tr> <tr><td>Any Drug Paraphernalia or sharps must be handled with the correct equipment and disposed of correctly</td><td>A designated person will supervise the collection and disposal of any Drug related waste</td></tr> <tr><td>First aider to be available at all times</td><td></td></tr> <tr><td>Volunteers must always be in Groups of 2 or more</td><td></td></tr> <tr><td>No chemicals to be used</td><td></td></tr> <tr><td>All Volunteers must be reminded to Wash hands Regularly or use Hand sanitiser</td><td></td></tr> <tr><td>Volunteers to be made aware of any traffic in their immediate area and remain aware</td><td></td></tr> <tr><td>Weather will be monitored by a responsible person. Ensure appropriate cloting is worn. Ensure an ample supply of water</td><td></td></tr> <tr><td>Volunteers should "sign" in with their appropriate team leader</td><td></td></tr> </table>	All volunteers must be proficient in the use of any tools		Any electrical power tools must be PAT tested and must be used with an RCD protector		All Volunteers must be supervised be a responsible person		Petrol power tools must only be used by a comptent person		Appropriate eye protection, Gloves and foot wear Must be used at all times		All waste must be disposed of Correctly.		Any Drug Paraphernalia or sharps must be handled with the correct equipment and disposed of correctly	A designated person will supervise the collection and disposal of any Drug related waste	First aider to be available at all times		Volunteers must always be in Groups of 2 or more		No chemicals to be used		All Volunteers must be reminded to Wash hands Regularly or use Hand sanitiser		Volunteers to be made aware of any traffic in their immediate area and remain aware		Weather will be monitored by a responsible person. Ensure appropriate cloting is worn. Ensure an ample supply of water		Volunteers should "sign" in with their appropriate team leader		<table border="1"> <tr><td></td><td>Initial (Pre)</td><td>Revised (Post)</td></tr> <tr><td>Likelihood</td><td>1</td><td>1</td></tr> <tr><td>Consequence</td><td>3</td><td>1</td></tr> <tr><td>Risk Rating</td><td>3</td><td>1</td></tr> <tr><td>Last Modified By</td><td colspan="2">Gary Hardiker</td></tr> <tr><td>Last Modified Date</td><td colspan="2">31/07/2020 14:32</td></tr> </table>		Initial (Pre)	Revised (Post)	Likelihood	1	1	Consequence	3	1	Risk Rating	3	1	Last Modified By	Gary Hardiker		Last Modified Date	31/07/2020 14:32	
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General: Street Evangelism / Street Work	1. Physical Harm / Aggression ... Volunteers	<table border="1"> <tr><td>Ensure that volunteers work in Groups of no less than 2 at all time</td><td></td></tr> <tr><td>Advise volunteers to remove themselves from any situation involving aggression</td><td></td></tr> <tr><td>At least 1 person per group to have mobile phone for emergencies</td><td></td></tr> <tr><td>A responsible person should be available in the vacinity at all times</td><td></td></tr> </table>	Ensure that volunteers work in Groups of no less than 2 at all time		Advise volunteers to remove themselves from any situation involving aggression		At least 1 person per group to have mobile phone for emergencies		A responsible person should be available in the vacinity at all times		<table border="1"> <tr><td></td><td>Initial (Pre)</td><td>Revised (Post)</td></tr> <tr><td>Likelihood</td><td>2</td><td>2</td></tr> <tr><td>Consequence</td><td>2</td><td>1</td></tr> <tr><td>Risk Rating</td><td>4</td><td>2</td></tr> <tr><td>Last Modified By</td><td colspan="2">Gary Hardiker</td></tr> <tr><td>Last Modified Date</td><td colspan="2">31/07/2020 14:32</td></tr> </table>		Initial (Pre)	Revised (Post)	Likelihood	2	2	Consequence	2	1	Risk Rating	4	2	Last Modified By	Gary Hardiker		Last Modified Date	31/07/2020 14:32																					
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General: First Aid	1. Injuries of various types	<table border="1"> <tr><td>A First aider is available at all times</td><td></td></tr> <tr><td>Any pre-existing medical conditions should be reported to The Message Trust in Advance</td><td></td></tr> <tr><td>Any First aid incidents and any other issues should be reported back to The Message Facilities department as soon as possible.</td><td></td></tr> <tr><td>An emergency contact number will be given out</td><td></td></tr> </table>	A First aider is available at all times		Any pre-existing medical conditions should be reported to The Message Trust in Advance		Any First aid incidents and any other issues should be reported back to The Message Facilities department as soon as possible.		An emergency contact number will be given out		<table border="1"> <tr><td></td><td>Initial (Pre)</td><td>Revised (Post)</td></tr> <tr><td>Likelihood</td><td>1</td><td>2</td></tr> <tr><td>Consequence</td><td>3</td><td>1</td></tr> <tr><td>Risk Rating</td><td>3</td><td>2</td></tr> <tr><td>Last Modified By</td><td colspan="2">Gary Hardiker</td></tr> <tr><td>Last Modified Date</td><td colspan="2">31/07/2020 14:32</td></tr> </table>		Initial (Pre)	Revised (Post)	Likelihood	1	2	Consequence	3	1	Risk Rating	3	2	Last Modified By	Gary Hardiker		Last Modified Date	31/07/2020 14:32																					
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General: Safeguarding	1. All	<table border="1"> <tr><td>The Message Safeguarding policies and procedures must be followed</td><td></td></tr> <tr><td>Supervising adults should have a current DBS check.</td><td></td></tr> <tr><td>Any person under the age of 16 must be accompanied by a responsible adult, Where this is not a parent, this person must have an upto date DBS disclosure</td><td></td></tr> <tr><td>No person under the age of 14 to be allowed to volunteer.</td><td></td></tr> </table>	The Message Safeguarding policies and procedures must be followed		Supervising adults should have a current DBS check.		Any person under the age of 16 must be accompanied by a responsible adult, Where this is not a parent, this person must have an upto date DBS disclosure		No person under the age of 14 to be allowed to volunteer.		<table border="1"> <tr><td></td><td>Initial (Pre)</td><td>Revised (Post)</td></tr> <tr><td>Likelihood</td><td></td><td></td></tr> <tr><td>Consequence</td><td></td><td></td></tr> <tr><td>Risk Rating</td><td>0</td><td>0</td></tr> <tr><td>Last Modified By</td><td colspan="2">Gary Hardiker</td></tr> <tr><td>Last Modified Date</td><td colspan="2">31/07/2020 14:32</td></tr> </table>		Initial (Pre)	Revised (Post)	Likelihood			Consequence			Risk Rating	0	0	Last Modified By	Gary Hardiker		Last Modified Date	31/07/2020 14:32																					
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General: Live online Activities	1. Employees, Public, Volunteers, Young person	<table border="1"> <tr><td>Interested parties will sign up for sessions</td><td></td></tr> <tr><td>Interested Parties will be invited to Online sessions via host.</td><td></td></tr> </table>	Interested parties will sign up for sessions		Interested Parties will be invited to Online sessions via host.		<table border="1"> <tr><td></td><td>Initial (Pre)</td><td>Revised (Post)</td></tr> <tr><td>Likelihood</td><td></td><td></td></tr> <tr><td>Consequence</td><td></td><td></td></tr> <tr><td>Risk Rating</td><td></td><td></td></tr> <tr><td>Last Modified By</td><td colspan="2"></td></tr> <tr><td>Last Modified Date</td><td colspan="2"></td></tr> </table>		Initial (Pre)	Revised (Post)	Likelihood			Consequence			Risk Rating			Last Modified By			Last Modified Date																										
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		Invites must include a code of conduct		Likelihood		
		Host must utilise, Waiting room functions and Lock meeting functions		Consequence		
		All meetings must be group meetings, No 1-2-1 meetings		Risk Rating	0	0
		Meeting host must be DBS checked.		Last Modified By	Gary Hardiker	
		Screen Sharing must be restricted to the Host only		Last Modified Date	31/07/2020 14:32	
		Chat Function must be moderated				
		attendees must not share any personal information - IE addresses / Phone numbers				
		If meeting is Hi-jacked at any point, session must be stopped immediatly				

Hazard Category: Spread of Covid-19 Coronavirus

Hazard	Risk / Applies To	Control Measure(s) and Person(s) in charge	Residual Risk																		
Spread of Covid-19 Coronavirus: Spread of Covid-19	1. Employees, Public, Volunteers	All persons must follow government guidance on social distancing at all times (1m+)																			
		Where 2m social distancing cannot be maintained, all persons must mitigate the risk using Face coverings																			
		All persons must use the PPE Provided, including but not limited to Face coverings and gloves																			
		All persons must wash hands regularly or use handsanitiser provided.																			
		Only people from the same house hold or Social bubble should travel together.																			
		Any person presesnting with symptoms of covid-19 must not volunteer																			
		All Volunteers should provided a contact number for the purpose of Test and trace																			
		Any Person presenting with Symptoms during the week of action must immediatly inform the project leader, cease work and leave the program																			
		Project leader must keep records of contact with any household where work has been carried out																			
		Shared equipment, such as Lawn mowers must be sanitised before being handed over to the next user.																			
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Section 3 - General Comments