| **Hazards** | **Person(s) at risk/type of risk** | **Risk Control Measures** | **Risk scores before control** **measures introduced** | **Risk scores after control****measures introduced** |
| --- | --- | --- | --- | --- |
| L | S | DR | L | S | DR |
| Entering a domestic property or care home with occupants unknown or mentally unstable | Volunteer/clergy: physically attacked and/or prevented from leaving by the resident | Prepare by finding out as much as possible about the person being visited; visit with a colleague if possible; before entering the property, familiarise yourself with the area, identify possible exits, look for possible dangers e.g. dogs and park in a way that allows a fast exit e.g. reverse into the drive; have a brief conversation on the doorstep to assess the mental state of the occupant before entering; choose a seat with a clear path to the exit without having to pass the occupant; read understand and adopt the *Safety Tips for Working Alone.* | 2 | 4 | 8 | 1 | 4 | 4 |
|  | Resident: physical or mental abuse by the person visiting | Visitor to have had an up to date CRB check; ideally visit in pairs; visitor to have attended relevant training/assessments to ensure good practice and to assess the suitability for the work by the volunteer, paying particular attention to any that have to work alone; feedback sought from the resident by a supervisor when appropriate about the behaviour of the volunteer; the suitability of the individual to be reviewed by a supervisor as frequently as necessary and not less than annually. | 2 | 3 | 6 | 1 | 3 | 3 |

Any accidents or incidents to be recorded in the accident book

|  |
| --- |
| **Details of person(s) completing document:** |
| **Name and Signature(s):** | Paul Harper |  |  |
| **Position(s):** | H&S assistant |  |  |
| **Time and date completed:** | 14.19. 16 May 2023 |  |  |
| **Date for revision:**NB: The revision date may besooner if significant changes are made to the work area or processes |

**LIKELIHOOD** (L) = Frequent (5) - Probable (4) - Possible (3) – Possible (under unfortunate circumstances) (2) - Remote (1)

**SEVERITY** (S) = Fatal or catastrophic (5) - Major Injury (4) – Injury likely to require hospital or doctors visit (3) – Minor injury (First aid required) (2) – Minor injury (no first aid required) (1)

Degree of Risk (DR) = LIKELIHOOD (L) x SEVERITY (S)

DR Scores: 1-4 Acceptable; 5-9 Adequate; 10-16 Tolerable but must be reviewed in a timely manner to reduce risks further where possible; 17-25 Unacceptable – the activity must not go ahead without extra remedial measures