



<b>Interest Group</b> Drawing Group 15 <sup>th</sup> Year	<b>Date:</b> 16 August 2024
<b>Name of person completing risk assessment checklist:</b> Margaret Langford	
<b>Description of Activity:</b> Drawing Still Life	

**SOUTHWELL u3a HOME-BASED RISK ASSESSMENT CHECKLIST**

	Risk Assessment Checklist	Yes	No	N/A	If no, what actions will you take to mitigate this risk?
General	Is there enough space for all members in attendance?	X			
	Are there any trip hazards or anything that might make members slip or fall?	X			Two rugs – all participants are made aware.
	Are all walkways that members have access to kept free from obstruction?	X			
	Are there enough seats for all members in attendance?	X			
	Can everyone access the room? (n.b. there is no requirement to make home adaptations)	X			
	Have you taken a register of members in attendance?	X			
	Are there steps up to the door?		X		
	Is there a downstairs toilet?	X			
Electrical	Have you made sure there are no trailing leads or cables to prevent a member tripping?	X			





	Have all cables in use for this activity been visually inspected to ensure they are intact and safe for use?			X	
Fire Safety	Are all exits unobstructed?	X			
	Is there a working smoke alarm? (There is no legal requirement to have one in a home)	X			
Wellbeing	Are light refreshments available to members? (e.g., water)	X			
	Have members been made aware of any pets?	X			
	Does the group organiser know of any relevant health concerns of members.	X			
	Does the group organiser have members' emergency contact details?	X			
	Have all members done a personal risk assessment to ensure they can safely participate in the activity?	X			

\*If you do not have a working smoke alarm, you can contact your local fire service for a 'Safe and Well Visit', during which they can fit a free smoke alarm in your home.

<b>u3a</b>	<b>Home Based Risk Assessment Checklist</b>	The Third Age Trust
This Risk Assessment must be checked annually and amended as needed		
Please send any updates to the webmaster		

