

# Hertfordshire County Scout Council

## Tolmers Activity Centre

### Building Risk Assessment



- 1 Activity Area**                      **Mark Mason - Classroom**
- Frequency of use**                      **Day time 7 days a week**
- 2 Personnel Involved**              **Instructors/Staff/Campers/Visitors**
- Number of people**                      **1 – 6**

<b>3 Hazards</b>	<b>4 Risk Level</b>
1 Uneven, wet floors	Medium
2 Unmanaged fire risk	Low
3 Misused / unserviced electrical equipment	Low
4 Misuse of cleaning equipment and chemicals	Low
5 Failure to service/manage gas boiler	Low
6 Unsafe/obstructed floors- means of escape	Low
7 Poor Food Hygiene	Low

**5 Measures Taken to Control Hazards**

- 1 Ensure floor area kept clear, obstructions tidied away, spills cleared, and floors allowed to dry after cleaning. Ensure external areas at risk are well lit at night.
- 2 Ensure combustible material cleared regularly, fire extinguishers in place and sources of ignition controlled.
- 3 Use as per manufacturer’s instructions, PAT regime in place, minimise trailing cables, do not overload fuses, appropriate trips on circuits. Campers advised of protocol prior to camp.
- 4 Store cleaning materials in designated areas, chemicals secured, COSHH and product specific training as appropriate. Remove industrial chemicals from buildings before public use.
- 5 Appropriate service and testing regime, keep clear of combustible materials.
- 6 Keep walkways/floors clear of congestion.
- 7 Ensure kitchen area, fridges are cleaned regularly, shop areas cleaned regularly.

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Compiled by: KP  
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