



Risk Assessment Form - Paxhill Cottage

This is a generic risk assessment for Paxhill Cottage. You will need to complete your own risk assessment for any activities you carry out therein. There are separate risk assessments for on site activities including orienteering, grass sledging, etc.

| | | | |
|------------------------------|---------------------------|-------------------|---|
| Venue: Seven Springs, Disley | Building: Paxhill Cottage | Sleeps: 12 People | Date: 21/3/2025 by Ann Shackleton To be reviewed by: 20/3/2027 |
|------------------------------|---------------------------|-------------------|---|

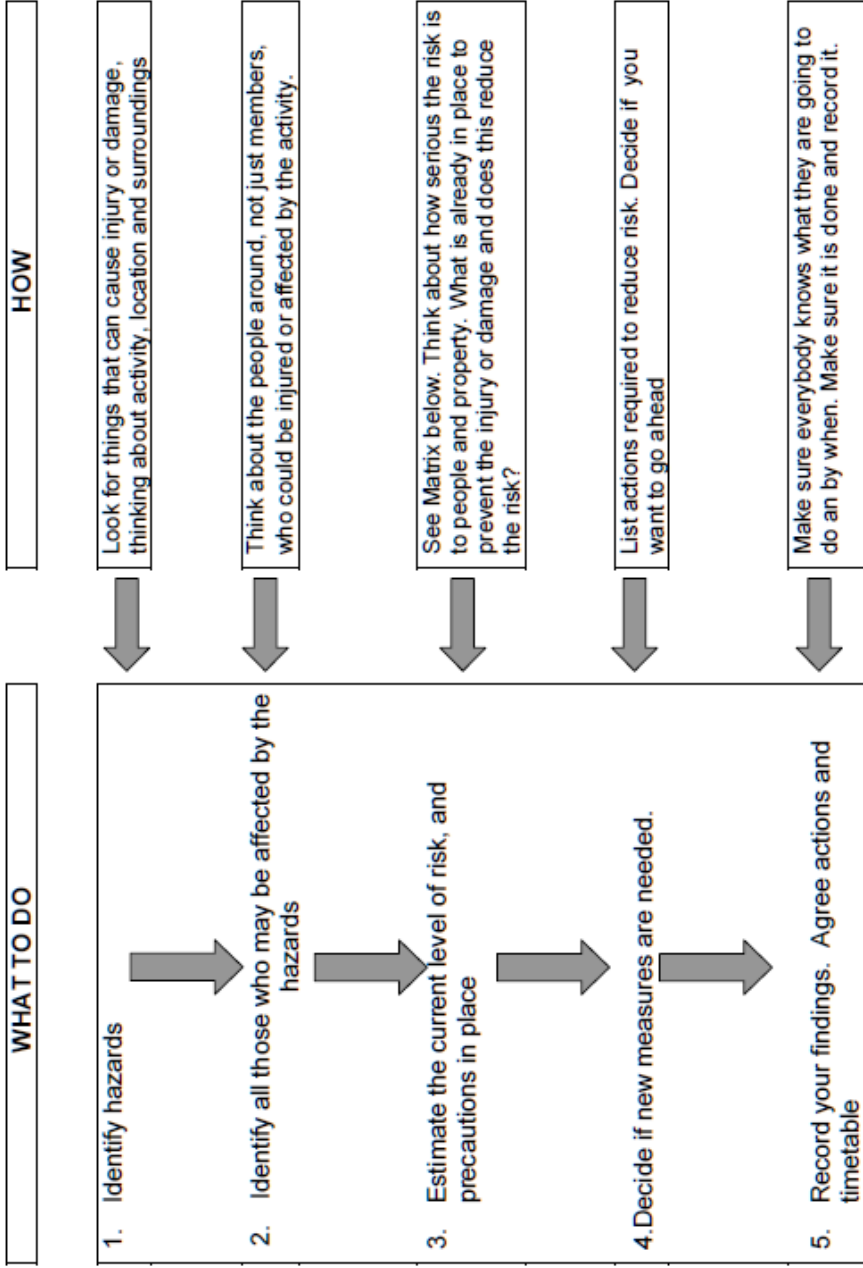
| Hazard | Who is affected? | Risk | How we keep you safe | Initial Risk level | What you need to do | Residual Risk Level |
|----------------------------|------------------|---|--|--------------------|---|---------------------|
| General | | | | | | |
| Fire | All | Burns, smoke inhalation | Smoke alarms tested regularly. Fire procedures on poster in lounge | Medium | <ul style="list-style-type: none"> Make sure everyone knows what to do in case of fire Do not leave hot items (in kitchen or heaters) unattended Extend extension leads fully before use Have a torch available | Low |
| Fuse trips power | All | No electricity | Fuse box is in kitchen next to sink | Medium | <ul style="list-style-type: none"> Call contacts listed on notice board if help needed. | Low |
| Water Leak | All | Damage to building or possessions | Stop taps are in bathroom | Low | <ul style="list-style-type: none"> Call contacts listed on notice board if help needed. | Low |
| Slippery Path/Steps | All | Falling/Tripping and injury | Security light installed | Medium | <ul style="list-style-type: none"> Do not allow running on steps or path | Low |
| Kitchen | | | | | | |
| Oven and Hob | Adults | Burn | Ovens regularly safety checked | Medium | <ul style="list-style-type: none"> Only Adults to use. Under 18s to be supervised at all times | Low |
| Kettles | Adults | Scald, Burn | Kettle regularly safety checked | Medium | <ul style="list-style-type: none"> Only Adults to use. Under 18s to be supervised at all times | Low |
| Sharp Knives, Peelers etc. | All | Cuts | | Medium | <ul style="list-style-type: none"> Supervise children using sharp tools | Low |
| Microwave | All | Burn / scald or fire from incorrect use | Instructions provided | Medium | <ul style="list-style-type: none"> Follow instructions Be careful when lifting food out of microwave in case it spills. | Low |

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| Cleaning Materials | Adults | Irritant, Chemical Burn | | Medium | <ul style="list-style-type: none"> Store all cleaning materials out of the reach children Follow instruction on bottles. Do not mix different cleaning products together. | Low |
| Narrow hallway /Door | People working in kitchen | Door opening into someone carrying hot drinks or food. | | Medium | <ul style="list-style-type: none"> Keep kitchen door open Warn people before carrying hot food / drinks / bulky items through | Low |
| Hot Pans/ Oven Trays | People working in kitchen | Burning hand/arm when handling hot items | | Medium | <ul style="list-style-type: none"> Use oven gloves provided | Low |
| Lounge / hallway | | | | | | |
| Radiators | All | Burn | Instructions provided | Medium | <ul style="list-style-type: none"> Do not cover heaters | Low |
| Games equipment | All | Trip and injury, damage to equipment | | Medium | <ul style="list-style-type: none"> Take care when using the games equipment If any equipment is damaged please report this | Low |
| Dirty Floors | All | Hygiene and damage to possessions | | Medium | <ul style="list-style-type: none"> Remove shoes /boots in entrance and store in porch | Low |
| Personal Belongings on Floor | All | Trip and Injury | | High | <ul style="list-style-type: none"> Make sure area around sleeping area is clear, Keep personal possessions and bags out of the way of where people will be walking. | Low |
| Electric fire | All | Burns | Instructions provided | Medium | <ul style="list-style-type: none"> Keep area around fire clear Do not cover | Low |
| Confined space | All | Overcrowding | | Low | <ul style="list-style-type: none"> Follow building capacity guidance | Low |
| Asbestos | All | There is asbestos inside the chimney breast. | Regular inspections carried out. The asbestos is not accessible and poses no danger to visitors unless damaged | Low | <ul style="list-style-type: none"> Don't disturb anything inside the chimney breast | Low |

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| Bedrooms | | | | | | |
| Steep stairs | All | Falling and injury | Handrail and light provided | Medium | <ul style="list-style-type: none"> Take care when using stairs No running or playing on stairs | Low |
| Bunk beds | All but mainly children under 10 | Falling and Injury | | Medium | <ul style="list-style-type: none"> Follow your organisation's policy on relevant permissions for sleeping in top bunk Do not allow children to play in bedrooms | Low |
| Radiators | All | Burn | Instructions provided | Medium | <ul style="list-style-type: none"> Do not cover heaters | Low |
| Sleep walkers | See Health Forms | Falling out of bed, exiting the building | | Medium | <ul style="list-style-type: none"> Make leaders aware. | Low |
| Bathroom | | | | | | |
| Cleaning Materials | All | Chemical Burns/Irritant | | Medium | <ul style="list-style-type: none"> Do not store cleaning materials in cupboard in bathroom unless locked. Store out of children's reach | Low |
| Bath / shower | All | Slip and Injury | Rubber mat provided | Medium | <ul style="list-style-type: none"> Ensure anti slip mat is used in bath if someone uses the shower Take care when getting in and out of the bath | Low |
| Cleaning | All | Cross contamination | | Low | <ul style="list-style-type: none"> Use separate cloths for cleaning toilet and/or sinks. | Low |
| General Site | | | | | | |
| The Dark | All | Not being able to see and tripping over | Outside lights provided | Low | <ul style="list-style-type: none"> Bring a torch if you are arriving, leaving or plan to be walking around outside in the dark | Low |
| Mobile phone reception poor | Mobile Phone Users | No reception | | Low | <ul style="list-style-type: none"> Step outside building for better coverage. | Low |
| Car Park | Car users | Injury to people/damage to vehicles | | Low | <ul style="list-style-type: none"> Park sensibly taking into account ground and weather conditions | Low |
| Ice and/or snow on lane | Car users | Not being able to get out of the site | Grit bit at the end of Corks Lane | Medium | <ul style="list-style-type: none"> Clear lane with shovel (can be found in barn 4) Don't attempt to drive cars until completely clear. | Low |

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| Dogs | All | Dog causing distress or injury | None allowed on site other than assistance dogs and the volunteer warden | Medium | <ul style="list-style-type: none"> Any dogs must be on a lead Clean up any dog waste immediately. | Low |
| Security | All | Intruders | The site is on private land with clear signage | Low | <ul style="list-style-type: none"> Consider adding security controls in your own risk assessment | Low |
| Uneven pathways | All | Slips/Trips/Falls | Regular maintenance of the site | Medium | <ul style="list-style-type: none"> Use torch at night Walk carefully wearing sensible footwear | Low |

RISK MANAGEMENT



RISK ASSESSMENT MATRIX

| | Slight Harm | Harmful | Extremely Harmful |
|--------------------------------------|--|---|--|
| Severity | superficial injuries, minor cuts and bruises | minor fractures, ill health leading to minor disability | multiple injuries, major fractures, fatalities |
| Likelihood | LOW | LOW | MEDIUM |
| UNLIKELY Rarely happens | LOW | MEDIUM | HIGH |
| LIKELY Often happens | MEDIUM | HIGH | HIGH |
| VERY LIKELY Nearly always happens | | | |

Helpful websites www.Girlguiding.org.uk

www.hse.gov.uk