

RISK ASSESSMENT FORM

Project name: Junior Citizenship Stand
Project ref: Junior Citizenship 2008
Completed by: Esther Deacon
Date completed: 3rd April 2008
Date reviewed:

SPRUCE FORM E

Risk Score	Rating
12-16	High
5-11	Medium
1-4	Low

Resulting Risk Level					
Impact	Very Likely	Low	Medium	High	High
	Likely	Low	Medium	Medium	High
	Unlikely	Low	Low	Medium	Medium
	Very Unlikely	Low	Low	Low	Low
		Minor	Moderate	Major	Catastrophic
Probability					

No	Risk achievement of business objective)	(Threat/Opportunity to	Gross Assessment of Risk [As it is now]			Risk Control Measures (Mitigating Action)	Net Assessment of Residual Risk control measures implemented] [With			Person Responsible	Timescale/ Review Frequency	Risk is "Confidential"
			Impact (Severity)	Probability (Likelihood)	Risk Score		Impact (Severity)	Probability (Likelihood)	Residual Risk Score			
	Event (Use drop-down list)	Consequence (what effect does the event have?)	4=Catastrophic 3=Major 2=Moderate 1=Minor	4=Very Likely 3=Likely 2=Unlikely 1=Very Unlikely	[I x P]		4=Catastrophic 3=Major 2=Moderate 1=Minor	4=Very Likely 3=Likely 2=Unlikely 1=Very Unlikely				
1	Unaccompanied staff with children	leads to Lack of good practice	2	2	4	Two staff will cover the stand each day. Cover staffing is available	1	1	1	RBWM staff		
2	Display stand may not be erected properly	leads to Stand could fall over causing injury	2	2	4	Two staff will erect the stand to ensure that it is secure and done correctly	1	1	1	RBWM staff		
3	Large numbers of children moving around the display	leads to Potential for injury	2	2	4	Numerous staff on site, coordinated movement of children around the hall	1	1	1	RBWM staff		
4	Children in small area moving around display	leads to Children could wander off during the session	2	2	4	Children will be seated during the presentation	1	1	1	RBWM staff		
5	Paper money handed out	leads to Paper cuts	1	1	1	Paper carefully handed out to children in bundles - less likely to cut	1	1	1	RBWM staff		
6	If it is hot we might use a fan to make the temperature more comfortable.	leads to Potential trip hazard	2	2	4	If used, the fan would be located in a sensible location. Any trailing wire would be secured with duck tape	1	1	1	RBWM staff		