



Health and Safety Risk Assessment Form

OHS 1.1.0

Assessment of:	Group Stay Risk Assessment – Guide for leaders		
Location:	Cote Ghyll Mill (YHA Osmotherley)	Date of assessment:	Jan 2017
Completed by:	Hostel Manager	Expiry Date:	Jan 2018

Hazard (something with the potential to cause harm)	Risk (how could the hazard cause harm, and who could it harm)	Control Measures (what is required to reduce the risk)	In Place (Y/N)	Action Required	Action Owner	Action Completed	Residual Risk (assuming all controls in place; Low, Med, High*)
Fire	Fatal to customers.	A separate, full Fire Risk Assessment has been completed and actions are in place. Briefly; Fire Alarm and equipment is serviced and tested. Staff training. Good building maintenance and good housekeeping all in place. Hostel staff will explain the emergency evacuation procedure to groups on arrival.	YES	We ask groups to listen carefully to the briefing and make a mental note of fire notices and exits.	Group Leaders		Low
Unwelcomed guests	Unknown person could harm a child. Theft.	Safeguarding Children & Child Protection policy in place. Separate room allocations, room keys, front door has key code entry, admissions policy, staff always available-emergency contact. Necessary staff CRB/DBS checked, staff training.	YES	Group to be vigilant and report anything to staff	Group		Low
Slip,trip,fall	Serious injury to individuals.	Separate Risk assessment in place. Good housekeeping, good building maintenance and careful grounds maintenance. Warning notices on doors (trapped fingers) and in showers (trip/slip). Ask groups not to run around inside the hostel and be careful in the bedrooms. First Aid kit available.	YES	Group leaders to control groups! Group to bring own first aider	Group		Low

* Severity x Likelihood = Risk Rating

Low = Slight injury or minor ill health / It is highly unlikely that the harm would occur

Medium = Serious Injuries or significant health effects / There is a likelihood that harm may occur;

High = Major death, major injury (RIDDOR) or irreversible health damage / There is a high likelihood that harm will occur.



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				and kit.			
Food Poisoning	Sickness/illness to guests	Own catering policy using principles of 'Safer Food, Better Business' from the Food Standards Agency. Staff training	YES	Group to let us know about special diets/food intolerances.	Group		Low
Hostel Grounds	Injury from falling if climbing trees or fences. Injury from moving vehicles in the car-park.	Fence is provided as the hostel boundary, not to be climbed over. Grounds maintenance. Group warned about the bridge and waterfall (not on hostel grounds but close by). External lighting provided.	YES	Group leader to warn and set boundaries.	Group		Low

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		Public Liability Insurance for £5 million	Yes				

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Risk Assessment checked by H&S or Line Manager

Name:

Date

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