

West Wolds u3a

Home Groups Risk Assessment

Arrival Practicalities.

- 1) Are Members aware of any special requirements e.g. park here don't park there etc?
- 2) Have Members the host's phone number to advise of non attendance / delay?
- 3) Are the weather conditions so poor that the meeting should be cancelled?

Before Meeting.

- 4) Is the home cleared of all trip and slip hazards?
- 5) Is the home well lit?
- 6) If there are any potential hazards in or outside of the home they should either be removed or pointed out to Members.
- 7) Do members have any allergies? If so these should be addressed and catered for.
NB. It is the responsibility of Members to advise the Host of any allergies that the Host should be aware of before the meeting!
- 8) Are there are pets in the home? If so is it appropriate that the pet(s) is kept in a separate room away from Members?

Identified Hazards Advised to Members.

Convener

Dated

This risk assessment should be reviewed regularly.

Version 1

30/09/22