



# Hazard Identification List for churches in the care of The Churches Conservation Trust

All users of our churches must complete a suitable and sufficient risk assessment for their event. This list has been compiled to help you with writing this risk assessment. **It is not an exhaustive list and will depend on your event and the church you are using.** The more complex the event the more hazards you are likely to need to consider. These include the building, your specific use of the building and also how your audience move about the building and arrive and leave the church. The risk may increase depending on the time of day and the weather conditions.

You should also consider who will be harmed. This could include your staff or volunteers, contractors as well as your audience or members of the public entering the building during your event. If your audience has a high proportion of children, elderly or other characteristic you may need to consider any particular risks that might harm them or would increase the level of risk to them. You will also need to consider safeguarding.

**You must visit the church in advance of your event to carry out the risk assessment and note if there are any issues that you wish to discuss with your Local Community Officer (LCO).**

Not all our churches have volunteers who are able to maintain housekeeping standards so you are likely to need to consider some minor housekeeping before your event, particularly if the church is inhabited by bats. Please discuss this with your LCO and refer to our guidance on church cleaning.

## Church Interior

- ❖ Bats
- ❖ Electrical equipment
- ❖ External doors that open inwards (exit in an emergency)
- ❖ Fire capacity
- ❖ Galleries\*
  - Poor / difficult access
  - Structural weakness
  - Unprotected / low edges
- ❖ Low light levels
- ❖ No power
- ❖ No running water
- ❖ No toilet
- ❖ Pests
- ❖ Temporary equipment (e.g. lights, amps, stages, instruments, music stands, cables, props)
  - Obstructing entrances
  - Trip hazard
- ❖ Uneven floors
- ❖ Worn or uneven steps

## Church Exterior

- ❖ Animals in churchyard or on access paths
- ❖ Narrow access paths
- ❖ Trees
- ❖ Uneven paths / ground
- ❖ Vehicular movement

## Other / Miscellaneous

- ❖ Alcohol
- ❖ Cash collection
- ❖ Other service providers (e.g. caterers)
- ❖ Poor mobile phone signal
- ❖ Rubbish / waste
  - Fire risk
  - Health & hygiene
- ❖ Safeguarding
- ❖ Security of personal belongings & equipment
- ❖ Time of day
- ❖ Weather conditions

\*access to galleries may not be permitted