

St.Lawrence with St.Paul

St.Lawrence with St.Paul's Church, Westminster Close, Kirkdale, Liverpool L4 1XB

Risk Assessment and Safeguarding

Name of event or reason for booking:

Which church hall or kitchen have you booked ?

Date, start time and duration of booking ?

If this is a recurring event please state how often it will recur ?

Name of responsible person ?

This is the person at the event who will be responsible for the safety of the event. They will be required to show photo ID before entry and must be the first person at the event.

Total number of people attending ?

Number of attendees under 18 years old ?

How will you ensure the Safeguarding of these attendees ?

Number of vulnerable adults attending ?

How will you ensure the Safeguarding of these attendees ?

Please list all equipment you are bringing on site for your event. Any electrical equipment will need to be PAT tested. PAT testing can be ordered through our booking web shop if required.

Type "None" if this is not relevant.

Equipment	Potential Hazard

Who might be harmed and how by these hazards ?

What are you already doing to manage these hazards ?

Do you need to do anything else to manage these hazards ?

Who will be managing each hazard ?

Have all the actions been completed for each hazard ?

Signature and name of the event organiser

Signature and name of assessor