



## Risk Assessment for indoor activities

The significant hazards associated with this activity	The individuals at risk who may be harmed by the significant hazards	Risk rating (High, Medium, Low)	Risk reduction and control – measures put into place to reduce the risk of hazards occurring	Revised risk rating (High, Medium, Low)
Children's behaviour	Children	Medium	Children are reminded of the safety instructions before the activity starts. Appropriate staff to child ratios dependent on number of participants. Any inappropriate behaviour will be dealt with. Removal of children from the activity will occur if necessary.	Low
Equipment: <input type="checkbox"/> Faulty <input type="checkbox"/> Misuse <input type="checkbox"/> Trips and slips	Children Staff	Medium	All equipment will be checked and assessed before it is used. All equipment is well maintained and in good working order. All equipment not being used is stored safely and out of the way to reduce children slipping or tripping over it.	Low
Equipment use – scissors, pencils, pens and rulers	Children	Medium	Children will be kept under close supervision when using scissors for arts and crafts. Children will be reminded to be careful when using these materials and tools, those that need assistance will be supported by staff	Low
Allergic reactions or upset stomachs – Caused by ingestion of craft materials or food.	Children Staff	Medium	Check medical forms for allergy information before the activity. Anyone with an allergy to e.g. face paints must not be brought into contact with these substances. Issue rules and provide supervision. Ensure everyone washes hands at the end of the activity and before eating food.	Low

Small items – swallowing or choking	Children	Medium	Instructors to conduct an area search before beginning activity to look for small items. Constant supervision over the group during any activity.	Low
Wet surfaces – slips and trips	Children Staff	Medium	Classrooms and surfaces are checked before and after any arts and crafts take place, this will reduce the risk of slips and trips. The activity leader will also ensure there is enough space for all children to take part in the activity safely.	Low
Children walking out / getting lost	Children	Medium	Doors to be closed during the activity. Children to be supervised at all times and regular head counts during the session.	Low
COVID transmission	Children, parents/carers and staff	Medium - low	Government and HSE guidance followed. Area to be ventilated when occupied. Surfaces cleaned before and after each session. Staff and service users advised not to attend if showing symptoms of COVID	Low