

Health and Safety Checklist

Many churches already have ways of making sure that children and young people are safe. The check list below may be of help to you:

	Yes	No
A. First Aid		
Is there a designated First Aider with up to date training available during all activities?	<input type="checkbox"/>	<input type="checkbox"/>
Is there an up-to-date First Aid Kit available both on the premises and for activities away from the premises?	<input type="checkbox"/>	<input type="checkbox"/>
Are all accidents recorded?	<input type="checkbox"/>	<input type="checkbox"/>
How? Please state		
 B. Fire safety		
Do regular fire drills take place?	<input type="checkbox"/>	<input type="checkbox"/>
Are fire notices displayed informing people what to do in case of fire?	<input type="checkbox"/>	<input type="checkbox"/>
Are fire appliances suitable and serviced regularly?	<input type="checkbox"/>	<input type="checkbox"/>
Has the local Fire Prevention Officer visited the premises?	<input type="checkbox"/>	<input type="checkbox"/>
 C. Disabled access		
Is there suitable access and provision made for disabled people?	<input type="checkbox"/>	<input type="checkbox"/>
 D. Register and consents		
Is a register kept of all those in attendance?	<input type="checkbox"/>	<input type="checkbox"/>
Has a Registration Form been completed for each child/young person	<input type="checkbox"/>	<input type="checkbox"/>
Are Parental Consent Forms obtained for day trips and residential activities)?	<input type="checkbox"/>	<input type="checkbox"/>
 E. Staffing and security		
Are adult/child ratios appropriate for the group and for the activity?	<input type="checkbox"/>	<input type="checkbox"/>
Are the places where children or young people meet safe and secure from unwelcome people?	<input type="checkbox"/>	<input type="checkbox"/>
Is it possible for children or young people to slip outside without leaders noticing?	<input type="checkbox"/>	<input type="checkbox"/>
 F. Review		
Is this check list reviewed annually?	<input type="checkbox"/>	<input type="checkbox"/>
 G. Records		
Has a copy of this checklist been filed with the parish office?	<input type="checkbox"/>	<input type="checkbox"/>