

U3A SUTTON BRIDGE

Outings Risk Assessment Checklist

U3A SUTTON BRIDGE	
Interest Group	
Date:	Outing to:
Address:	
	Post Code:
Start time:	Duration:
Cost:	

The Outings Leader is to advise members of potential hazards and give guidance on how to mitigate those hazards. The following is a list of possible hazards and an indication of how members should manage them. This should be issued to members before the outing takes place.

Hazards / Potential Problems	Controls to manage problems
Parking be aware of other vehicles moving around the site	Please park carefully in visitor spaces, if available
Uneven floor in building and outside paths	Be aware of unevenness as in all old buildings to avoid tripping or slipping
Uneven ground	Bring suitable footwear
Cool temperatures in buildings	Building can be quite cool, so please be prepared with suitable clothing in case
Long distances to walk	Own equipment may be required relating to personal mobility difficulties
Check whether suitable for mobility scooters	
Occasional trucks driving around	If you have your own high vis jacket it would be prudent to bring it (Health and Safety)
Machinery and moving equipment on site in greenhouse	Keep safe distance from working machines
Large boxes stacked high in warehouse	Maintain safe distance from boxes
People moving trolleys around site	Be aware of any movement
No seating available on tour	

Please add any other potential hazards identified.

Signed	Date
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