



PORT EDGAR YACHT CLUB – RISK ASSESSMENT – CLUBHOUSE

Significant Risks	Persons at Risk	Control Measures	Risk
Fire	All	Fire-fighting equipment checked annually or immediately following damage or use Fire alarm tested weekly.	Low
Pathways and driveways	All – volunteers, members, contractors, visitors	All access clear, maintained, and free from trip hazards	Low
Access and Egress, including fire escape routes	All – volunteers, members, contractors, visitors	All access areas are easily operable and free from trip hazards	Low
Slips, Trips and Falls	All – volunteers, members, contractors, visitors	All flooring to be regularly inspected Spillages to be cleaned immediately Ensure good housekeeping standards are maintained to avoid or create obstacles Trailing cables to be managed to prevent trip hazards Wipe up wet areas at shower cubicles Ensure adequate lighting throughout	Low
Use of electrical appliances	All - volunteers, members, contractors	PAT testing Manage trailing cables	Low
Use of Kitchen	Volunteers Contractors	Safe working procedures to be followed Suitably trained contractors using kitchen Regular maintenance of appliances	Low
Food hygiene	All – contractors, members, visitors using kitchen and	Comply with Food Safety Guidance https://www.food.gov.uk/safety-hygiene/food-safety-for-community-cooking-and-food-banks#:~:text=always%20wash%20fresh%20fruit%20and,always%20follow%20cooking%20instructions	Low
Cleaning and COSHH	Contractors	Suitably trained contractors COSHH assessments on cleaning products	Low
Lighting and ventilation	All - volunteers, members, contractors	Suitable lighting levels to be maintained Natural ventilation to be maintained to provide regular air change of area	Low
Maintenance of structure – roof etc.	Volunteers contractors	No lone working Safe use of ladders	Low
First Aid	All	First Aid kit checked regularly, and after use Maintain an accident log.	Low