

Activities Risk Assessment Form

PARISH OF ST PETER'S, WESTHAMNETT

Activity: **Children's Activities**
Location: **St Peter's Church**
Leader: **The Revd Rachel Hawes**

Assessor: **The Revd Rachel Hawes**
Date of Assessment: **14 January 2020**
Reviewed: **2 September 2025**

What are the Hazards?	Who might be harmed and how?	What are you doing already?	What else do you need to manage the risk?	Who needs to do this?	When does it need to be done by?	Action Completed (with date)
Family Service and Crib Service Activity description: Children of all ages acting out Bible Stories etc during the Parish Eucharist - Family Service or Crib Service wearing costumes, using props eg toy swords, Risk: Accidental injury, especially to eyes, tripping, falling etc	Children or congregation members	- Children are always rehearsed, directed and supervised by the Incumbent and Churchwarden(s). - Any props are made of cardboard. - Adults are stationed at 2 places in the church: - At the chancel where the children are acting. - At the end of the nave - A First Aid Kit is readily available.	Keep under review	Incumbent & Safeguarding Officer	Annually	02/09/2025

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Children's Serving Team Activity description: Children carrying lit candles and processional cross and serving at the altar. Risk: Fire risk; risk of tripping, risk of dropping objects and injuring themselves or others.	Children or congregation members Children or congregation members	- Children are carefully trained before being allowed to serve. - Children with long hair should have it tied back. - They are supervised at all times by the Incumbent and the Churchwarden in charge of Serving Team. - A Fire Extinguisher, Fire Blanket and First Aid Kit are all readily available.	Keep under review	Incumbent & Safeguarding Officer	Annually	02/09/2025
Other Children's Activities Activity description: Occasional children's activities run by Churchwardens or Events Group, often in preparation for major festivals, sometimes involving craft materials, sometimes games events. Risk: Accidental injury with scissors, paintbrushes etc, allergic reaction to materials used. Accidental injury while playing games eg rounders, cricket etc – falls, bruising from balls or bats		- Children are supervised by Churchwarden at all times. - Non-toxic materials are used - Parents are present. - A First Aid Kit is readily available.	Keep under review	Incumbent & Safeguarding Officer	Annually	02/09/2025

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First Communion Classes Activity description: These are taught by the Incumbent in the Church immediately after the Parish Eucharist. Risk: That the Incumbent might abuse a child emotionally or physically or that a child might make a false allegation against the Incumbent.	Children or the Incumbent	- The classes in the Church are held in the chancel, in public view. - Parents of the children are present at all times during these classes and within hearing distance.	Keep under review	Incumbent & Safeguarding Officer	Annually	02/09/2025
Children's physical and emotional safety Activity description: All activities. Risk: That children may be subjected to emotional pressure, bullying or inappropriate criticism from those supervising them. At the very worst, that they may be subjected to physical abuse	Children	- All people working with children work in pairs. - All have had relevant Safeguarding training. - Parents are encouraged to be present whenever possible. - No activities are held 'in private'	Keep under review	Incumbent & Safeguarding Officer	Annually	02/09/2025