

GAIRLOCH COMMUNITY HALL. Risk assessment 2025

Regular checks are made of the building facilities for any changes of circumstances, deterioration of equipment, etc.

What could cause HARM	WHO might be harmed and HOW?	EXISTING CONTROL MEASURES	EXISTING RISK High/Medium/Low	FURTHER ACTION REQUIRED?
Fire	Hall users through burns and smoke inhalation	Automatic fire detection system installed and regularly checked. Fire extinguishers located around the building and regularly maintained. Mains fire hose located in foyer. Emergency exits with panic bars clearly identified with illuminated signs Wheelchair access to safe areas available at both ends of the hall. Smoking forbidden	Low	No
Electrics	Hall users through fire or electric shock	Annual condition inspection in accordance with BS 7671. 17 th edition PAT testing of all portable equipment every 12 months. RCD protection on kitchen, office, and stage sockets.	Low	No
Access to stage	Hall users. Injury due to falling or dropping equipment.	Movable steps for day-to-day access. Movable ramp available for transfer of heavy equipment.	Low	No
Storage	Hall users. Lifting and general handling injuries when moving tables, seating etc	Tables are folding and chairs are stackable. A trolley is available for moving heavy equipment. Hall users are requested to store and stack tables and chairs in a safe manner.	Low	No
Replacing main hall lights	Maintenance personnel falling from height	A prefabricated scaffolding tower is available for this work. At least 2 persons required to be present when this is being used.	Low	No
Food Hygiene	Public through illness from inappropriately prepared food.	Kitchen users advised on appropriate food hygiene behaviour. No food to be left in the kitchen after an event.	Low	No

