



RISK ASSESSMENT REVIEW

PROBUS CLUB OF BEAUMARIS

DATE: January 2018 Issue #1

TIME: _____

VENUE/LOCATION: Studio at 25 Third St, Black Rock

DESCRIPTION OF ACTIVITIES: Music/Opera/Discussion/

Digital Technology

ORGANISER AND CONTACT NO.: Barry Amond 0407 877 539 9589 1143

Risk Level LOW/Medium/High

Activity Check List	Potential Hazards	Risk Assessment Level	Control Measures	Action By	Completed By
Access to Studio	Uneven driveway and path	Low	<ol style="list-style-type: none"> 1. Advise members to tread carefully. 2. Ensure lights are on at night. 	Barry Amond	Barry Amond
Safe Car Parking	<ol style="list-style-type: none"> 1 Personal injury 2 Vehicle damage 	Low	<ol style="list-style-type: none"> 1. Advise members to park carefully and not opposite other cars. 	Barry Amond	Barry Amond
Inside Studio	<ol style="list-style-type: none"> 1 Personal injury 2 Fire, heat, cold 	Low Low	<ol style="list-style-type: none"> 1. Advise members to take care with small step in middle of room and to move carefully round projector stand. 2. Advise members of the two door exits. 3. Ensure heating or cooling is on. 	Barry Amond	Barry Amond
Food and drink	<ol style="list-style-type: none"> 1 Food poisoning 2 Hot water urn spillage 	Very low Low Low	<ol style="list-style-type: none"> 1. Use reputable food suppliers only. 2. Advise members to take care near urn. 	Barry Amond	Barry Amond

