

Guidance and Risk Check List for all Taw U3A Activities

A copy of the following Risk Assessment Checklist should be completed by anyone who is taking part in or is planning any indoor or outdoor activity involving U3A members or other members of the public.

General Outdoor Activity Risk Assessment Checklist

U3A Name: Taw U3A	
Event or Interest Group:	
Date:	Location/Postcode:
Nature and Description of Activity:	

Part 1: Before the activity – Event or Group Organiser Check list:	Yes (✓)
<p>A) Consider the current Government legislation and Public Health advice in relation to your activity, location and the feasibility of carrying this out safely</p> <p>B) Inspect area prior to starting activity to remove/isolate any hazards</p> <p>C) Ensure travel arrangements meet the necessary requirements</p> <p>D) Consider the general hazards related to this type of activity. These may relate to the location and potential congestion areas, obstacles, fitness levels required, appropriate dress, weather conditions etc</p> <p>E) Record outcome of these considerations in writing prior to the activity and share with participants so they can complete their personal checklist in line with the information in your checklist.</p>	

Before Activity - Personal Checklist:	Yes (✓)
<p>A) All participants to review their own personal health and circumstances</p> <p>Review the Check List for the activity above, completed by the organiser, and consider if you can take part without adverse risk to yourself or others</p>	

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Part 1. Activity Checklist outcomes:		Yes (✓)

Signed Event Organiser:	Dated:
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Part 2. Personal Checklist Outcomes:		Yes (✓)

Signed:	Dated:
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