

# Ards Peninsula Risk Assessment

## Background

There is a requirement from **u3a Trust** that each local u3a:

- conducts a Risk Assessment (RA) for their activities
- revisits their RAs annually
- holds a copy of their RAs

## Risk Assessments

Four Risk Assessment templates have been supplied by **u3a Trust**, covering

- A. Day Trips
- B. Walk Leader
- C. Venue Based e.g. coffee bar, community centres
- D. Home Leader for activities held in a member's home

Risk Assessments are to be completed and distributed to each activity's Group Leader (GL) , with assistance from the u3a Ards Peninsula (u3aAP) Secretary, who will send them an initial, pre-filled assessment.

Upon completion, the u3aAP Secretary will file a copy.

It is the responsibility of GLs to inform their members of the assessment and what actions should be taken in the event of an incident. Venue based activities will require the GL to familiarise themselves and their members with the establishment's prevailing evacuation procedure in the event of a fire or similar.

## First Aid

Some GLs may wish to have access to a First Aid Kit, and consideration should be given where:

- group members have not brought their own plasters etc.
- the venue where activity is conducted does not have a First Aid Kit
- the activity is outdoors

## Referral

Should a GL require guidance with this procedure and relevant RA then please refer to the u3aAP Secretary for help.




## Groups

The table below shows the current groups and their leaders. It also shows which of the four Risk Assessments is applicable, whether there is a physical element to the activity and if a First Aid Kit should be made available.

Group	Leader	Venue	Risk	Physical?	Consider a 1st Aid Kit?
Allotment	Wesley Graham	Outdoors	B	Yes	Yes
Art	Heather Fuller	Indoors	C	No	
Book Group	Pat McNally	Indoors/Zoom	C	No	
Bowling	Vicky Bryan	Indoors	C	Yes	Yes
Bridge	Michael Sidwell	Indoors	C	No	
Cards	Cavan Fuller	Indoors	C	No	
Choir	Iris King	The Boathouse	C	No	
City Breaks	Wesley Graham	Travel	A	Yes	
Cloughy Bowls	Myrtle Ogle	The Pavilion	C	Yes	Yes
Committee	-	Indoors/Zoom	C	No	
Craft	Elaine Gillespie	Commercial	C	No	Yes
Cu	Carmel Starr	Commercial	C		
Days Out	Carmel Starr	Travel	A	Yes	
Film and Theatre	Wesley Graham	Commercial	C	No	
French Conversation	Jan Wheeler	Commercial Pier36	C	No	
Garden Group	Christine Quinn	Various	B	Yes	
Genealogy	Linda Kilby	Commercial Pier36	C	No	
Group Leaders All	-	Indoors/Zoom	C	No	
History	Cavan Fuller	Commercial Pier36	C	No	
Jabberwalker	Muriel Graham	Outdoors	B	Yes	Yes
Lunch Club	Myrtle Ogle	Commercial	C	No	
Painting for Pleasure	Helen Farmer	Indoors	C	No	
Portaferry Paintbox	Dympna Curran	Indoors	C	No	
Saturday Striders	Jill Heron	Outdoors	B	Yes	Yes
Songwriters	Alan Patterson	Home	D	No	
Strollers	Denise Kelly	Outdoors	B	Yes	Yes
Ukulele	Ernie Farmer	Indoors	C	No	
Wine	TBA	Commercial	C	No	



## Document Reference

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