

Volunteering & Employability

Risk assessment

Risk assessments are about using common sense to identify possible dangers to you and those around you. Your situation may change during your time as a volunteer so you should always be mindful of what may be a risk.

The following exercise is one you should carry out when you start your volunteering or visit the voluntary organisation for the first time. Whilst on your placement, if you identify a possible risk please report it to your project supervisor.

You should look at the following four areas:

1) Activity/equipment

Identify any equipment, activities and/or materials that may pose a risk to you and to others (electrical, cutting tools, playing games, using gym equipment, off premises trips, glues, metal or wood, etc).

2) Likelihood of harm

Assess for each risk what is the likelihood of harm (very, possible or unlikely).

3) Level of harm

Then assess the degree of injury for each risk (very serious, serious or minor).

4) Action taken

Once you have identified the most serious and most likely risks, think about the action you could take to avoid them or to minimise or eliminate this risk (e.g. close supervision, training, etc).

Activity/equipment	Likelihood of harm	Level of harm	Action taken