**Risk assessment**

**Activity:**

**Location:**

**Time/frequency:**

**Date of first risk assessment:**

| **What are the hazards?** | **Who might be harmed and how?** | **What are you already doing?** | **Do you need to do anything else to manage this risk?** | **Action by whom?** | **Action by when?** | **Done** |
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**Name of leader with responsibility:**