

STREET KIDS DIRECT / MI ARCA GUATEMALA

RISK ASSESSMENT FORM: VOLUNTEER WORK

		Potential severity of harm		
		Slightly Harmful 1	Harmful 2	Extremely Harmful 3
Likelihood of harm occurring	Highly unlikely 1	Trivial 1	Tolerable 2	Moderate 3
	Unlikely 2	Tolerable 2	Moderate 4	Substantial 6
	Likely 3	Moderate 3	Substantial 6	Intolerable 9

Date form completed:	
Name of person completing form:	
Team Leader:	
Venue for proposed activity:	Guatemala, Central America

HAZARD	Likelihood of Risk score: [1-3]	Severity of Risk score: [1-3]:	Overall Risk score: [likelihood x severity]	Hazard reduction measures to be undertaken: [tick when completed]	✓
WEATHER:					
Cold / Wet / Stormy weather	2	2	4	Cease activity or move activity indoors if weather is bad	
Overnight cold	3	1	3	Suitable warm clothing + waterproof clothing if wet	
EQUIPMENT:					
Misuse of Equipment, especially knives & tools	2	3	6	Leader to brief volunteers on rules and hazards	
LOCATION / TERRAIN:					
Slips / Trips / Falls	1	2	2	1 st Aid kit & First Aider available	
Violent attack, theft or threat to person or property	2	3	6	Vigilance, follow instructions of leaders, obey all advice given about travelling to Guatemala. All to carry ID, emergency contact information and any medical advice.	
OTHER:					
Security of volunteers and staff when travelling, at the charity office or the charity accommodation.	2	3	6	Vigilance, follow instructions of leaders, obey all advice given about travelling to Guatemala.	
Darkness	2	2	4	Ensure the volunteers bring torches.	
Number of people in the team	3	2	6	Make sure that appropriate ratios of staff/volunteers/visitors are adhered to.	
Contagious infections	2	2	4	Ensure all those administering First Aid wear protective gloves at all times.	
Team members not adhering to the defined rules of street work	2	4	6	Train all staff, volunteers and visitors on a regular basis about the safe working expectations.	

REMEMBER: Activities scoring 1-6 (Trivial, Tolerable or Moderate) can be completed with surety once hazard reduction measures are in place. Any activity scoring 7-8 (substantial) should not be attempted unless additional hazard reduction measures are identified in order which would bring down the score. **Any activity scoring 9 should not be attempted.**

Team leader signature: date: Can the proposed activity take place? YES / NO