**Risk Assessment for ……………………………(OUTSIDE ORGANISATION)**

**The Select Vestry has approved the attached Risk Assessment guidelines for all users of parish premises. Those responsible for organisations using our premises need to complete a Risk Assessment, identifying hazards that could result in harm to users. They must then decide on the action(s) required to avoid this harm and appoint suitable personsto ensure action is taken.   
A copy of the Parish Health and Safety Policy should be consulted (including guidance on how to complete this assessment) before the Risk Assessment is undertaken. For further information please contact a member of the Health and Safety Sub Committee.**

**Organisation(s) name: Assessment carried out by: Date: Date of next review**

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| --- | --- | --- | --- | --- | --- | --- | --- |
| **Activity or Area** | **What are the hazards?*)*** | **Who might be harmed and how?** | **What are we already doing?** | **What further action is necessary?** | **Who needs to carry out the action?** | **When is the action needed by?** | **Done**  ***(If applicable)*** |
|  |  |  |  |  |  |  |  |
| **Activity or Area** | **What are the hazards? *(*** | **Who might be harmed and how?** | **What are we already doing?** | **What further action is necessary?** | **Who needs to carry out the action?** | **When is the action needed by?** | **Done**  ***(If applicable)*** |
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