

SAFE WORKING CHECKLIST

TUTOR:		VENUE:	
CLASS:		ARTFORM:	
POTENTIAL HAZARD (please refer to the Arts Service Practitioner Risk Assessment for clarification and give details in the spaces provided below the hazards if appropriate).	IS THERE A RISK? Y/N	PLEASE DESCRIBE REMEDIAL ACTION (please refer to the Arts Service Practitioner Risk Assessment for suggested remedial actions / control measures).	DATE (please enter the date at the top of each column and initial against each line below once you have assessed the risk and taken any remedial action)
Venue size/space obstructed or insufficient			
Furniture or other items in the activity space			
Loose items such as cables, instruments, classroom resources in the activity space.			
Spillages			
Electrical Equipment (must be PAT tested within last 12 months)			
Specialist Instruments and Equipment			
Participants (physical hazards - clothing, footwear etc)			
Participants (additional needs e.g. medical, ASN)			
Lone Working			
OTHER HAZARDS NOT INCLUDED ABOVE (please list):			
PLEASE CONFIRM YOU ARE AWARE OF THE VENUE'S FIRST AID(access to a first aid kit or first aider) & FIRE EVACUATION ARRANGEMENTS			
PLEASE CONFIRM YOU HAVE READ THE YMI PRACTITIONERS' RISK ASSESSMENT, CODE OF PRACTICE AND WORKING WITH YOUNG PEOPLE DOCUMENTS			
	SIGNED:	DATE:	