

Footloose Risk Assessment:

Location				Activity		
Footloose				Use of accommodation on events or holidays organised by Footloose		
Issue	05/06/2018					
This is an assessment to deal with members using hotels or other accommodation during trips away						
No	Hazard	Possible effects / harm	Risk rating High, Medium, Low	Detail existing controls	Detail further action required to reduce risk	Revised Risk rating (HML)
	Something with a potential cost to Footloose. Potential problems listed should be those present before controls are in place.		Indicate the rating prior to controls being in place.	Provides details of control measures already in place. If measures are detailed in other documents, state where.	Note the further action required, responsible person and target date	Indicate the rating prior to controls being in place.
1	Slips, Trips and Falls	Physical harm to person	LOW	The holiday leader will point out trip hazards to the members of the party and to the hotel or restaurant management.	Request that the management or property owner takes appropriate action.	LOW
2	Hot water	Scalding	LOW	Check that water temperatures are not hazardous, or that where they are there is a warning displayed at the source.	Request that the management or property owner takes appropriate action.	LOW
3	Electricity	Shock	LOW	Do not use equipment which is defective or not working and do not attempt to repair it. Report equipment to the management / owner.		LOW
4	Damage to 3rd party property	Third party claim on Footloose	LOW	The holiday leader will check the property both inside and out prior to taking occupancy and point out any existing damage to the owner or management		LOW

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5	3rd Party claim for damages or breakages	Third party claim on Footloose	LOW	Replace any small breakages such as glassware and report anything more significant to the owner immediately inadvertent damage takes place.	Be honest	LOW
6	Third Party Claims - other	Third party claim on Footloose	LOW	Obey the "House Rules," eg drinking alcohol which has not been purchased on the premises in both public rooms and bedrooms. Adhering to quiet policies etc and generally respecting the comfort of other guests in the premises.		LOW