

# General Risk Assessment

## Statement of Intent

This is the General Risk Assessment of the:

### **Northern Ireland Raspberry Jam (Registered Charity no. NIC107983)**

The Northern Ireland Raspberry Jam Trustee Board is committed to maintaining a safe and secure environment for all attendees, volunteers, and visitors. This risk assessment provides a structured evaluation of potential hazards that may arise during events and outlines the preventative measures in place to reduce harm and ensure a safe learning space.

Each identified risk, ranging from physical hazards like tripping or cuts, to activity-specific risks involving electronics or sharp tools—is assessed in terms of likelihood, potential impact, and mitigation. These include practical steps such as the use of safety equipment, volunteer training, clear supervision protocols, and regular inspections.

This assessment reflects our proactive approach to health and safety and is reviewed regularly to ensure that all reasonable precautions are taken to protect everyone involved in Northern Ireland Raspberry Jam events.

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Date of Signature: 04/04/2025

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## Introduction

This section provides a detailed analysis of the key risks that could arise during the Northern Ireland Raspberry Jam events. Each risk is outlined with a description of the hazard, an evaluation of the risk it presents, and the specific steps taken to prevent or mitigate that risk.

## Tripping Hazards

### Identification of the Hazard: -

Loose cables and wires on the floor can cause attendees or volunteers to trip and fall, leading to injuries.

### Evaluation of the Risk:

A tripping incident could result in minor to severe injuries such as cuts, bruises, or even fractures. Additionally, equipment could be damaged if pulled down by a falling person.

### Steps Taken to Prevent the Risk:

- Use cable management solutions like floor cable covers.
- Ensure cables are routed along walls or under desks when possible.
- Conduct regular inspections to identify and secure loose cables.
- Keep walkways clear of obstructions.

## Use of Crocodile Clips

### Identification of the Hazard:

Crocodile clips are used in electronics projects but can pose risks such as electric shocks, pinching injuries, and short circuits if used improperly.

### Evaluation of the Risk:

Improper use of crocodile clips could lead to minor electric shocks or accidental short circuits, potentially damaging equipment or causing burns. Pinching injuries could occur if fingers are caught between the clips.

### Steps Taken to Prevent the Risk:

- Train volunteers on the safe use of crocodile clips before handling them.
- Ensure low-voltage power sources are used for classroom activities.
- Supervise attendees when working with electrical components.
- Encourage attendees to handle clips carefully to avoid pinching injuries.

## Use of Scissors

### Identification of the Hazard:

Scissors can cause injuries such as cuts, lacerations, or puncture wounds, particularly if left unattended or misused by children.

### Evaluation of the Risk:

The likelihood of injury is moderate to high depending on the age and awareness of the attendees. Scissors with sharp blades increase the risk of severe injuries. The impact includes physical harm, emotional distress, and potential infection.

### Steps Taken to Prevent the Risk:

- Provide safety scissors with rounded tips for younger attendees.
- Teach attendees proper handling techniques, including passing scissors safely.
- Store scissors out of reach of attendees when not in use.
- Supervise attendees while using scissors, especially for younger age groups.
- Encourage responsible use and enforce rules regarding sharp objects.

## Use of Needles

### Identification of the Hazard:

Needles can cause injuries such as puncture wounds or cuts if handled improperly or left accessible to children.

### Evaluation of the Risk:

The likelihood of injury is high if needles are unsafely stored, especially in an environment with children who may not understand the danger. The impact of such injuries includes physical harm, infection, or emotional distress.

### Steps Taken to Prevent the Risk:

- Ensure their parents are there to help supervise younger attendees.
- Provide Attendees with blunt or plastic-tipped needles where possible.
- Train Attendees on proper needle handling, including safe threading and storage.
- Ensure all needles are counted before and after each session to prevent loss.

## Electrical Hazards

### Identification of the Hazard:

Exposed wires, faulty equipment and improper use of electrical devices could lead to electric shocks, burns, or fire hazards.

### Evaluation of the Risk:

Electric shocks can cause minor to severe injuries. Faulty devices may increase the risk of electrical fires, which could damage equipment and endanger attendees and volunteers.

### Steps Taken to Prevent the Risk:

- Regularly inspect electrical equipment and replace damaged wires. - Do we do this?
- Train volunteers on proper use of power outlets and extension cords.
- Keep liquids away from electrical equipment.
- Have an emergency response plan in place for electrical incidents

## Allergic Reactions

### Identification of the Hazard:

Attendees may have allergic reactions to food, cleaning supplies, or certain materials used in activities, such as during makerspace activities

### Evaluation of the Risk:

An allergic reaction could range from mild irritation to a severe anaphylactic reaction requiring emergency medical attention, and as a result is a severe risk.

### Steps Taken to Prevent the Risk:

- Collect allergy information from attendees before workshops.
- Use safe materials where possible.
- Ensure volunteers are made aware of allergies.
- Inform parents about potential allergens in materials.

While the Jam discourages attendees to come while sick, there is a risk of viral diseases being spread

## Review

This policy will be reviewed annually or in response to any significant changes in the safeguarding legislation.

For further guidance, contact the Designated Safeguarding Officer (DSO).