**Risk assessment template**

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| **Step 1.** **What are the hazards?** | **Step 2.** **Who might be harmed and how?** | **Step 3.** **What are you already doing?** | **Step 4.** **What further action is necessary?** | **Step 5.** **How will you put the assessment into action?** |
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| **Review date:** |  | Notes: * Review your assessment to make sure you are still improving or at least not sliding back
* If there is a significant change in your home, remember to check your risk assessment and amend if necessary
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**Guidance Notes**

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| **Step 1.** **Think about –** **What are the hazards? How do I identify them?** |
| * Look at your ‘Safety in the home’ checklist.
* Visit the HSE website and going to ‘your industry’ area or call the HSE information line.
* Calling the workplace Health Connect Advice line or visiting their website.
* Checking the manufacturer’s instructions.
* Contacting the Direct Payment Support Service
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| **Step 2. Think about –****Who might be harmed and how?** |
| * Some workers may have particular needs.
* People who may not be in your home all the time
* Visitors
* Think about how your activities may affect others present? How could the hazard cause harm them?
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| **Step 3. Think about –****What am I already doing?** |
| * List what is already in place to reduce the likelihood of harm or make any harm less serious.
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| **Step 4. Think about –** **What further action is necessary?** |
| * You need to make sure that you have reduced risks ‘so far as is practicable’.
* List what more needs to be done to further reduce the risk.
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| **Step 5. Think about –****How will you put the assessment onto action?** |
| * Remember to prioritise.
* Deal with those hazards that are high-risk and have serious consequences first.
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| **Remember:** **Review your risk assessment regularly**  |
| * Review your risk assessment making sure you are still improving, or at least not sliding back.
* If there are changes in your home, remember to check your risk assessment and, amend it if possible.
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