

Group / Activity:	Gone Fishing Café
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1. BUILD STATUS:

The most recent amendment first.

Version	Date	Author	Reason
0	January 2026	Helen Peace	Creation

2. AMENDMENTS IN THIS RELEASE:

Section Title	Section Number	Amendment Summary
-	ALL	All content

3. DISTRIBUTION:

Version	Issue Date	Issued To
0	10 th June 2026	Helen Peace

St John's Church Yeovil – Gone Fishing Cafe

Risk Evaluation		LIKELIHOOD (L)					SEVERITY (S)					St John the Baptist Church Church Street, Yeovil, Somerset, BA20 1HE			
		0 No Hazard 1 Very Unlikely 2 Unlikely 3 Likely 4 Very Likely 5 Almost Certain					1 No Injury 2 First Aid Injury 3 A 3 Day Injury 4 Major Injury 5 Fatal/Disabling					Assessment undertaken by: Phil Juggins / Helen Peace / Lin Hann			
		Date: January 2026					Review Date: January 2028					References: https://sjyeovil.org.uk/policies 1. 2025.01.21_Safeguarding Policy 2025 2. 2025.06.09_Food Risk Assessment 3. 2025.06.18_Guide for Wardens & Assistant Wardens Duties (OneDrive only, not online) 4. 2025.06.18_Fire Evacuation Procedures			
SEVERITY	LIKELIHOOD														
	0	1	2	3	4	5									
	2	4	6	8	10										
	3	6	9	12	15										
	4	8	12	16	20										
5	10	15	20	25											
Risk = Likelihood x Severity															
Location / Area Assessed:		Café Meal in St John's Church weekly, open to public, providing hot drinks and cake													
Persons at Risk:		Guests and volunteers (helpers and leaders), including those preparing and serving drinks and food.													
Hazard	L	S	Risk Score	Measures to Minimise Risk				L	S	Residual Risk Score					
1. Safeguarding concerns - harm to a Guest - harm to a Volunteer	2	4	8	<ul style="list-style-type: none"> All Leaders go through the Safer Recruitment Process with St John's DBS checks up-to-date There are role descriptions for all Volunteers which include safeguarding expectations All Volunteers agree to adhere to The Parish Safeguarding Policy All Volunteers trained in Safeguarding as required by the Church of England All Volunteers aware of who the Parish Safeguarding Officer is and of contact details for referrals Wardens Guide provides Emergency Procedures (Reference 3) If guest presents possible mental health crisis, leader to telephone the adult social care team (details are on safeguarding posters) or dial 999 in emergency Dogs to be admitted on short leads only and under close supervision of owner Opportunity given to anyone to be excluded from any photos taken 				1	4	4					
2. Hazards associated with food preparation, serving and consumption	*	*	12	* See Reference 2 for all risks and measures to minimise risks Notes: Those preparing cakes for the café to have Level 1 Food Hygiene Certificate (training provided). Leader to hold recipes for all home-made cakes.				*	*	4					
3. Serious illness or injury	2	4	8	<ul style="list-style-type: none"> First Aid trained leader/volunteer present. First Aid kit in a central place. All leaders aware during team briefing of its location. Nearest defibrillator is at Acorn Café, 10 Church Street. Main Leader to carry charged mobile phone. Any Incident/Accident reported in writing in accident book held by Main Leader 				1	4	4					
4. Slips, trips, falls and minor injuries	4	3	12	<ul style="list-style-type: none"> As details above. Volunteers to be vigilant. Spillages to be cleared ASAP. 				2	3	6					

THIS IS A GENERIC RISK ASSESSMENT. IF AT ANY POINT YOU COME ACROSS A SITUATION OR RISK NOT MENTIONED ABOVE THEN IT IS IMPORTANT THAT YOU CARRY OUT YOUR OWN RISK ASSESSMENT AND TAKE APPROPRIATE ACTION.

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5. Evacuation of building	3	3	9	<ul style="list-style-type: none"> • In case of emergency, Volunteers to direct guests to the nearest exit for assembly at south edge of churchyard. – in accordance with Fire Evacuation Procedures (Reference 4) • Provide assistance to those guests with limited mobility. 	2	3	6
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