

## PERSONAL SAFETY CHECKLIST

Questions	Y	N
• Do I need to go?		
• Is there a risk assessment for the task and do I have a copy?		
• Have I told someone of my intended movements?		
• Have I got means of communication?		
• Have I thought through my own 'what if' plan?		
• Do I feel confident to go?		
• Does the Church present any special hazards?		
• Is the access to, or exit from, the Church safe?		
• Is the lighting sufficient?		
• Is equipment safe and regularly maintained?		
• Will other adjacent activities present a risk?		
• What risks will I be exposed to in the event of equipment failure?		
• Can I handle relevant substances and/or equipment safely?		
• Do I have the appropriate Personal Protective Equipment?		
• Does it fit?		
• Am I competent to do the task correctly?		
• Have I demonstrated my ability to do the task satisfactorily?		
• Am I medically fit to undertake the task?		
• Have I sufficient information about the job, equipment or substances?		
• If cash is being handled, is there a risk of violence?		
• Do I know my limitations?		
• Do I need supervision to carry out the task?		
• What first-aid provision will I require and is it available?		
• Do I know the arrangements in the event of an emergency?		

**If the answer to any of the above is 'NO' then consider how this can be addressed before proceeding.**

### Additional Controls Required

Overall Risk Rating		
S	L	R