

# An example risk assessment form

This example of a record of the findings may give you some idea of what you may need to cover in your own risk assessment.

Risk Assessment – Record of significant findings		
<b>Risk assessment for</b>		<b>Assessment carried out by</b>
Building: Orange House Farm Bed & Breakfast Address: High Lane Any Town AA11 6ZZ		Date: 17/8/08 Completed by: A Smith Signature: <i>A. Smith</i>
Floor/area: A two storey farmhouse with six bedrooms. Two first floor bedrooms for B&B guests and rest of the farmhouse shared with family.		Use: Farmhouse providing bedrooms for bed & breakfast, other facilities shared with family.
Step 1 – Fire hazards		
Sources of ignition	Sources of fuel	Sources of oxygen
Heat from cooking Smoking materials Tumble dryer	Cooking oils Furniture and bedding Clothes in laundry/tumble dryer area	Cleaning materials (Peroxides in cleaning store)
Step 2 – People at risk		
Guests anywhere in the house, including any who are elderly, disabled or very young		
Step 3 – Evaluate, remove, reduce and protect from risk		
<b>What is the risk?</b>	Risk from cooking no greater than when family alone occupying premises, smoking not allowed by guests, no family members smoke	
<b>Who is at risk?</b>	Fire can spread throughout the building, guests are never alone in the premises always family member here, everyone at risk during the night when asleep	
<b>Action taken to remove and reduce the hazards that may cause a fire</b>	Chip pan replaced with deep fat fryer with thermostat Peroxides limited to one small bottle Interlinked smoke alarms with 10 year batteries fitted in bedrooms and landing on first floor and in lounge on ground floor	
<b>Action taken to remove and reduce the risk to people from a fire</b>	All family members know the fire escape plan, and how to use the kitchen fire extinguisher. Information leaflet in all bedrooms showing escape route Routine established of closing all doors at night and making sure everything turned off. 2 x ill-fitting doors replaced by solid timber doors.	
Assessment/review		
<b>Assessment/review date</b>	<b>Completed by</b>	<b>Signature</b>