

Risk Assessment



Activity: Pub Lunches:- Take place at various local pubs either on a Friday or on a Sunday

Group Leaders: Wendy and Ian Fenn

Possible Hazard	Mitigation
Attendance and food selection mix up	A printed list is used at each event for the dual purpose of ensuring that all participants who registered their interest are there and also as a reminder to each participant of what meal that they have selected.
Slip, Trips and falls The events take place in Licensed premises' with varying layouts of tables and chairs	All participants should take normal care when crossing car parks and crossing roads to the pub and walking to their tables.
Stairs and steps Some venue's may have stairs and steps	Wherever possible use hand rails.
Allergies	All participants are responsible for checking that the food that they have pre ordered is suitable for them. Menu's are provided for pre checking and if any uncertainty exists then they should check personally with the venue.
Fire	Fire exits will be pointed out by the Group leaders at each event. In the event of a fire the leaders will ensure that all the u3a participants evacuate the building safely and conduct role call at evacuation point
First Aid	All pubs have a legal duty of care to their customers and must have a first aid box and person trained in its use
Accidents	If a notifiable accident occurs at the meal the leaders will ensure that the venues accident form is filled out and, if appropriate, that a u3a form is also filled out
Choking on Food	Apply abdominal thrust (Heimlich maneuver.)
Other	A full list of those attending each individual event is maintained on a computer spreadsheet covering the time the group was started to the current time.

Date of Review: June 2025