



Home-based risk checklist

Date completed:
Person completing checklist:
Interest group:
Description of activity:

This checklist is to help in the planning for an activity in your home. It isn't an exhaustive list, so please add any specific risks you may encounter. This form can (and should) be altered to suit the requirements for your group and home.

Where you identify a particular risk, you should note the actions you will take to reduce the risk. It's important to complete a checklist before the activity takes place, and you can always add to this during the activity.

Category	Checklist	Yes	No	N/A	If no, what actions will you take to mitigate this risk?
General	Is there enough space for everyone?				
	Are there any trip hazards or anything that might make members slip or fall?				
	Are all walkways free from obstruction?				
	Are there enough seats for everyone?				
	Can everyone get into the room? (n.b. there is no requirement to make home adaptations)				
	Have you taken a register of members in attendance?				
Electrical	Have you made sure there are no trailing leads or cables to prevent someone tripping?				

Category	Checklist	Yes	No	N/A	If no, what actions will you take to mitigate this risk?
Electrical (cont'd)	Have all cables in use for this activity been visually inspected to ensure they are intact and safe for use?				
Fire Safety	Are all exits unobstructed?				
	Is there a working smoke alarm? *				
Wellbeing	Are light refreshments available to members? (e.g. water)				
	Have members been made aware of any pets?				

*If you do not have a working smoke alarm, you can contact your local fire service and see if you are eligible for a 'Safe and Well Visit', during which they can fit a free smoke alarm in your home.

Other identified risks:	What will you do to mitigate these risks?

u3a	White Cliffs Country Home-based Risk Checklist		WCC u3a
Version	Description of changes	Date	Author
Version 1	TAT original checklist	12/09/2023	TAT
Draft 1	Amendments from previous WCC RA checklist and consistent formatting	04/04/2026	DM
Version 1	Agreement by committee	22/06/2026	DM