



West Wight Timebank is a community project that operates under Action 4 Support CIC

**West Wight Timebank
Risk Assessment Checklist**

This risk assessment is to make you feel comfortable about the work you are doing for others. The general rules are;

If you are not sure don't do it

If you don't feel safe, don't do it

Your safety and that of others always comes first. If you have any problems, please contact the Co-ordinator who will work with you to resolve any issues.

Job Description and Estimated hours to complete	
Who for	
Site Location Site contact number (if applicable)	
Volunteers Involved? If yes, please list.	
Equipment/materials provided by you/your contacts	

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West Wight Timebank, Lavender Cottage, Main Road, Newbridge, Isle Of Wight, PO41 0TX

Tel: 07872 304 294 Email: info@wwtb.org

Website: <http://action4support.co.uk/>

Action 4 Support CIC Company Number: 11307451





Equipment/materials provided by the Time Bank Member receiving the service	
Potential Risks: Falling Hazardous Materials	Please list here
Have you ensured all equipment is safe?	Yes/no

Do you think you have enough time to do the job?	Yes/no
Do you have all the materials you need for the job?	Yes/no
If you have answered no to any of the questions above, do not proceed until re-medial action has taken place and you can confidently complete this assessment.	

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Have you briefed the member that we are going to carry the job out to the best of our ability and in relation to the quality of the equipment and resources we have available?	Yes/no. Please put a brief list of points you have covered
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Signed _____ Date ____/____/____
(Co-ordinator)

Signed _____ Date ____/____/____
(Timebank Member)

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