

## Fry Brothers Charity -Risk Assessment

### 1. Purpose

This risk assessment identifies key risks to residents, staff, volunteers, visitors, and the charity's operations. It outlines measures to reduce risk to an acceptable level and ensure compliance with Health & Safety, safeguarding, and Charity Commission standards.

### 2. Risk Assessment Table

Risk	Who is Affected	Likelihood (Low/Med/High)	Impact (Low/Med/High)	Control Measures	Responsible Person
Slips, trips, falls	Residents, staff, visitors	Medium	High	<ul style="list-style-type: none"> <li>- Regular inspections of floors, stairs, paths</li> <li>- Remove hazards, clear walkways</li> <li>- Install handrails where needed</li> <li>- Good lighting</li> </ul>	Secretary/ Trustee
Fire or smoke	All on-site	Low	High	<ul style="list-style-type: none"> <li>- Fire risk assessment</li> <li>- Smoke detectors &amp; fire alarms tested regularly</li> <li>- Fire evacuation plan &amp; drills</li> <li>- Staff &amp; residents trained</li> </ul>	Secretary/ Trustees
Medical emergencies	Residents	Medium	High	<ul style="list-style-type: none"> <li>- Keep emergency contact list</li> <li>- Encourage residents to report health changes to family or care providers</li> </ul>	Secretary/ Trustees/ family/ care provider
Safeguarding breaches	Residents	Low	High	<ul style="list-style-type: none"> <li>- Safeguarding policy in place</li> <li>- Staff &amp; volunteers trained</li> <li>- Reporting procedures for concerns</li> <li>- Regular review by Trustees</li> </ul>	Safeguarding Lead
Security / theft / intruder	Residents, property	Low	Medium	<ul style="list-style-type: none"> <li>- Lockable doors &amp; windows</li> <li>- Restricted access areas</li> <li>- Encourage residents to secure valuables</li> <li>- Emergency contact for police</li> <li>- Key safe</li> </ul>	Secretary
Financial mismanagement	Charity	Low	High	<ul style="list-style-type: none"> <li>- Trustees approve budgets &amp; expenditure</li> <li>- Two-signature policy for payments</li> <li>- Regular financial reviews</li> </ul>	Treasurer/ Trustees

Property maintenance issues (roof, plumbing, electrics)	Residents	Medium	High	- Annual building inspection - Prompt repair & maintenance schedule - Use qualified contractors	Secretary/ Trustees
Volunteer or staff absence	Operations	Medium	Medium	- Maintain a roster and backup plan - Inform residents of staffing changes	Secretary
Reputational risk (complaints, incidents)	Charity	Low	Medium	- Complaints procedure in place - Transparent communication with residents & families - Trustee oversight	Secretary/ Trustees

### 3. Risk Management Summary

- All risks are reviewed at least annually by the Trustees.
- High-risk items are prioritised for immediate action.
- Records of inspections, maintenance, incidents, and training are kept securely.
- Residents and staff are encouraged to report hazards promptly.

**Approved 19<sup>th</sup> January 2026**