



ARUNDEL TOWN COUNCIL

RISK ASSESSMENT FOR NOTICEBOARDS

Assessor: Town Hall Keeper

Location of Noticeboards: Town Quay, Drs Surgery, Tortington Post Office Stores & Dalloway Road

What are the hazards?	Who might be harmed and how?	Risk level	What are you already doing?	Is any further action necessary?	Action by who?	Action by when?	Done
Injury due to lack of maintenance i.e. insecure doors, broken glass etc...	Members of the public and Town Council Staff risk injury i.e. cuts, abrasions, splinters etc...	L	<ul style="list-style-type: none">Assistant Town Hall Keeper carries out inspections when posting notices. <p>CHECKED FEB 2024 ALL OK</p>				

Risk Level: H – high, M – medium, L – low.

Date of Assessment: Feb 2024

Signed by Assessor: Andrew Lark