

RISK ASSESSMENT FOR MAITREYA HOUSE



INTRODUCTION

This document considers the health and safety risks to users of Maitreya House including members of the Crystal Group and others, whether on retreat, attending a course, carrying out maintenance work or any other activity.

The likelihood of each perceived risk is considered, along with the consequences of it occurring using the risk matrix given below and, where appropriate, what actions need to be taken to reduce the risk to an acceptable value.

RISK MATRIX

Foreseeable consequences	Likelihood of exposure to hazard*			
	Remote	Unlikely	Probable	Frequent
Minor injury or minor short-term health effects	1	1	2	2
Moderate injury or ill-health without long term effects	1	2	2	3
Major injury, permanent disability or chronic or acute ill-health	2	2	3	3
Fatality or multiple fatality	2	3	3	3

Risk categories

1	Those affected should be made aware of the slight risk.	2	Warnings needed, with advice on how to minimise risks.	3	Strong warnings, advice on minimising risk and change of procedure if possible.
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*Likelihood of hazards occurring:

Remote: will seldom occur – freak event, no known history.

Unlikely: will not normally occur but may occur very occasionally.

Probable: will probably occur occasionally, possibly several times during relevant activities.

Frequent: will occur frequently during relevant activities.

RISKS AND RISK REDUCTION MEASURES

Initial risk	Action	Residual risk
1 Tripping or stumbling on the access path from the front gate to Maitreya House door at night. <i>Occurrence: probable</i> <i>Consequences: minor</i> <i>Risk category: 2</i>	Exterior lighting has been installed next to the path. Visitors will be made aware of the risk before arrival and advised to bring torches in case of failure of the exterior lighting.	Visitors will be aware of the risk. <i>Risk of occurrence reduced to unlikely: risk category 1.</i>
2 Risk of falling on uneven, curved stone stairs leading from the kitchen to the first floor. <i>Occurrence: unlikely</i> <i>Consequences: moderate to major</i> <i>Risk category: 2</i>	Handrails have been installed to give support and aid balance. Visitors will be advised of the unevenness and hardness of the steps.	Risk of falling should be reduced, and the handrail will provide support in case of a slip. <i>Risk of occurrence reduced to remote: risk category 1-2.</i>
3 Risk of slipping, if wearing socks or non-grip slippers, on bare wood stairs from the main room to the first floor. <i>Occurrence: unlikely</i> <i>Consequences: minor to moderate</i> <i>Risk category: 1-2</i>	Visitors will be advised to take care, especially if wearing socks or non-grip slippers.	The added awareness should reduce the risk of falling. <i>Risk of occurrence reduced to remote: risk category 1-2.</i>
4 Tripping or stumbling in Maitreya House grounds at night, especially for those staying in the kutis (chalets). <i>Occurrence: probable</i> <i>Consequences: major</i> <i>Risk category: 3</i>	Rechargeable electric lanterns are kept in Maitreya House conservatory and visitors will be advised to take a lantern to their kuti.	The combination of lanterns and added awareness should reduce the risks of an accident. <i>Risk of occurrence reduced to unlikely or remote: risk category 1.</i>
5 Head injury from low ceilings and doorways in Maitreya house. <i>Occurrence: probable</i> <i>Consequences: minor</i> <i>Risk category: 2</i>	Notices have been posted at the most vulnerable spots, and visitors will be made aware of the risks.	The added awareness and the notices should reduce the risks of an accident happening. <i>Risk of occurrence reduced to unlikely: risk category 1.</i>
6 Risk of fire in the kutis (chalets) and other outbuildings due to candles, incense, heaters or smoking. <i>Occurrence: unlikely</i> <i>Consequences: major to fatal</i> <i>Risk category: 2-3</i>	Kutis have electric oil-filled radiators to reduce risk of fire. Fire extinguishers are provided as deemed necessary. Visitors are advised of the fire risks in the kutis and that smoking and candles/incense are not permitted in Maitreya House or its outbuildings.	Choice of heater and the added awareness of the risks and the smoking rule should reduce the risk. <i>Risk of occurrence reduced to remote: risk category 2.</i>
7 Risk of fire in Maitreya House due to equipment fire, cooking or smoking. <i>Occurrence: unlikely</i> <i>Consequences: fatality</i> <i>Risk category: 3</i>	All equipment is inspected and serviced regularly. Smoke alarms are fixed at various locations. A fire extinguisher and a fire blanket are provided in the kitchen. Visitors are advised that smoking, candles and incense burning are not permitted. First floor bedrooms have dual exits and opening windows.	The combination of safety features and increased awareness should reduce both occurrence and consequences and probable consequences <i>Risk of occurrence reduced to remote; consequences reduced to major: risk category 2.</i>
8 Injury due to volunteers working on maintenance of Maitreya House, the outbuildings or grounds. <i>Occurrence: probable to unlikely</i> <i>Consequences: fatality</i> <i>Risk category: 3</i>	Inexperienced volunteers work under the advice of more experienced members. Use of a ladder is limited to those experienced in this type of work.	The combination of guidance and restrictions on who will carry out the more potentially risky tasks should reduce occurrence. <i>Risk of occurrence reduced to remote: risk category 2.</i>
9 Injury due to operating the mounted mower. <i>Occurrence: unlikely</i> <i>Consequences: fatality</i> <i>Risk category: 3</i>	Only selected, experienced operators are allowed to use the mower.	Restrictions on personnel using the mower should reduce occurrence. <i>Risk of occurrence reduced to remote: risk category 2.</i>

PRECAUTIONS TO REDUCE HEALTH AND SAFETY RISKS

Maitreya House is an old stone building in its own grounds in a fairly remote location with not street lighting. Whilst the old construction and the location are part of what give the place its character, they also present risks which users must be aware of if accidents are to be avoided. Some risks and ways of avoiding them are listed below.

HAZARD	ACTIONS TO AVOID ACCIDENTS
ROAD IN FRONT OF THE ENTRANCE AND ACCESS PATH TO MAITREYA HOUSE AT NIGHT. It can be very dark at night, especially if it is cloudy or moonless. Motion-activated security lighting is provided but this will not come on until you are part way down the path, and may have been switched off by previous users.	Bring torches so that you have light at the roadside and along the path to the main house and outbuildings.
MAITREYA HOUSE GROUNDS AT NIGHT. As with the access path, the grounds can be very dark, and are uneven, with slopes and a small earth retaining wall.	Rechargeable electric lanterns are left in Maitreya House conservatory, next to the front door. Use these to visit outbuildings, and take one with you if you are staying in one of the kutis (chalets). It is also useful to keep your own torch on hand.
STONE STAIRS LEADING FROM THE KITCHEN TO THE BEDROOMS ARE IRREGULAR AND UNEVEN. This should not be a problem for most people but care is needed, especially if you have are not sure-footed or have balance problems.	Take extra care when using the stairs and make use of the stair rail provide. If you have particular difficulties with walking or balance, make sure somebody is there to assist you or, better, avoid these stairs.
WOODEN STAIRS FROM THE LOUNGE TO THE BEDROOMS AND BATHROOM are relatively new, so are even, but they do not have any carpeting or non-slip surfaces.	If wearing only socks on your feet or slippers non-grip soles, some extra care is needed to avoid slipping. Do not rush, and use the handrail. Note that the use of outdoor shoes is not permitted in Maitreya House or the kutis.
LOW CEILINGS AND DOORWAYS. As with many old buildings, Maitreya house ceilings are lower than those of modern buildings, and some doorways are also quite low.	Tall people should be aware of the low ceilings, especially in the dining room and kitchen. For most people, this will not be a problem but everybody needs to be aware of low doorways, especially the doorway between the two main bedrooms.
FIRE HAZARDS IN THE KUTIS (CHALETS) AND OUTBUILDINGS. Because of their wooden construction, the kutis are vulnerable to fire.	You should not smoke or light candles or incense in the kutis. If a fire does occur, getting out of the building and raising the alarm should be your first priority. Do not attempt to put out the fire unless you are sure that doing so will not compromise your safety; your ability to leave the building an avoid being burned or overcome smoke.
FIRE HAZARDS IN MAITREYA HOUSE. This is especially a risk in the kitchen due to cooking but could also be a risk elsewhere due to activities such as smoking, or burning candles or incense.	When using the cooker, take care not to leave a lighted hob unattended, or to leave the oven on and unattended for long periods. Do not smoke or light candles and incense.