



Young Person's Risk Assessment

Shop Managers need to complete a risk assessment for each young person working in their shop, and tell them what the risks are.

Young persons are defined as being under the age of **18** years and include those persons carrying out any form of work experience. BE AWARE – Age UK Retail is not able to offer volunteering opportunities to those aged under 16

- Eagerness to impress
- Safeguarding concerns in our outside of their volunteering role

This means young person's new to a shop:

- May not recognise hazards as a potential source of danger
- May not understand 'obvious' rules for use of equipment
- May be unfamiliar with the shop layout
- May ignore warning signs and rules, or cut corners

Young Person's must always be managed/supervised by 2 or more people – one of whom must be a paid member of staff

Young people under 18 years of age are an especially vulnerable group, extra risks may arise due to:

- Lack of experience of working in a new workplace
- Lack of familiarity with the job and the work environment
- Reluctance to raise concerns (or not knowing how to)



Shop/Dept/Location/Area	
Shop Number	
Date of Assessment	
Name of Assessor	
Signature	
Name of Assesse (Young Person)	
Signature	

This risk assessment must be completed in conjunction with:

Age UK Health and Safety Policy & Guidance - Young Persons

You must keep the risk assessment in the shop. A copy should also be held by the young person/parent (or person with parental responsibility)

HAZARD	Risk Factor(s)	Controls/Precautions	Yes	No	N/A	If No, what additional Control Measures are required?
Inexperience	Unable to complete task(s) safely - limited skill, experience and knowledge of work processes and work environment. Unforeseen accident.	<ul style="list-style-type: none"> • Young person's always work under direct supervision (minimum 2 persons, incl. one paid member of staff) • First aid and accident/incident reporting arrangements discussed with young person on day one • Induction to include Safeguarding 				
Manual Handling	Musculoskeletal Injuries	<ul style="list-style-type: none"> • Young persons instructed in manual handling techniques and only lift objects that are within their acceptable capabilities (No heavy lifting) • Training recorded. 				
Using Electrical Appliances	Burns, scalds, electric shock	<ul style="list-style-type: none"> • Ensure the young person can physically use the equipment • Training given for the use of steamers and other electrical equipment and only used under direct supervision • Training recorded. • Ensure the young person knows to report any faults immediately 				
Fire	Death, burns, scalds	<ul style="list-style-type: none"> • Fire evacuation procedures in place and discussed with young person on day one, including location of assembly point. • Written record kept • Young person to be included in fire drill if scheduled. 				
Slips, Trips and Falls	Fractures, sprains, strains, bruises, lacerations	<ul style="list-style-type: none"> • Any uneven walkways (steps/ramps etc.) are highlighted to young person 				

HAZARD	Risk Factor(s)	Controls/Precautions	Yes	No	N/A	If No, what additional Control Measures are required?
Safeguarding	<p>Reluctance to raise concerns (or not knowing how to) leading to risks not being prevented</p> <p>May experience abuse and /or maltreatment in or outside of their volunteering role</p>	<ul style="list-style-type: none"> Routes for raising concerns are set out at induction Volunteers and staff are aware of Safeguarding policy and procedure and of zero tolerance of abuse and neglect 				
Contact with Chemicals (COSHH)	No working with or coming into contact with chemicals				✓	N/A – do not complete
Working at Height	No working at height				✓	N/A – do not complete
Lone Working	No Lone Working				✓	N/A – do not complete
Banking	No - Young workers are NOT to be involved in banking procedures				✓	N/A – do not complete

HAZARD	Risk Factor(s)	Controls/Precautions
<p>Shop/Site Specific</p> <p>Or</p> <p>Young Person Specific <i>(e.g. Health Conditions)</i></p>	<p>Are there any other factors which might adversely affect the health and safety of the young person? (List below)</p>	<p>Record here what Controls/Precautions are in place or are required:</p>