RISK ASSESSMENT WIZARD

SLEEPOVER

Safety Guide

Youth Group

4	16	19
Key Benefits	Control Measures	Checklist Items

KEY BENEFITS

Friendships

Builds strong friendships and social bonds among participants.

Independence

Promotes independence and self-reliance in a supervised setting.

Community

Fosters a sense of community and belonging.

Communication

Enhances communication skills through overnight interactions.

KEY HAZARDS & CONTROL MEASURES

Safeguarding

- ✔ DBS-checked staff throughout
- ✔ Minimum two adults awake
- ✔ Appropriate sleeping arrangements
- ✔ Clear reporting procedures

Fire Safety

- ✔ Fire alarms tested
- ✔ Evacuation briefing given
- ✔ Exits clear at all times
- ✔ Night checks conducted

Nighttime Anxiety

- ✔ Anxiety info collected beforehand
- ✔ Quiet space available
- ✔ Comfort items allowed
- ✔ Early collection option available

Food & Medical

- ✔ Medical forms completed
- ✔ Allergies clearly documented
- ✔ Medications stored securely
- ✔ Dietary needs catered

PRE-SESSION SAFETY CHECKLIST

Risk Assessment

- [ ] Complete and review risk assessment for this activity
- [ ] Ensure all identified hazards have control measures in place
- [ ] Brief all staff on key risks and emergency procedures

Safeguarding

- [ ] DBS checks current
- [ ] Supervision rota set
- [ ] Sleeping areas appropriate
- [ ] Reporting procedures clear

Venue

- [ ] Fire alarms tested
- [ ] Exits clear
- [ ] Toilets accessible
- [ ] Temperature comfortable

Medical

- [ ] Forms collected
- [ ] Allergies documented
- [ ] Medications stored
- [ ] First aid ready

Emergency

- [ ] Parent contacts ready
- [ ] Evacuation plan briefed
- [ ] Assembly point set
- [ ] Staff phones charged

RISK ASSESSMENT WIZARD

Take Your Safety To The Next Level

Create professional, customized risk assessments for your organization with our easy-to-use online wizard.

390+

Activity Templates

Pre-loaded hazards & controls for every activity

100%

Customizable

Add your branding & tailor to your needs

- ✔ Instant PDF & print-ready documents
- ✔ Store and update assessments online
- ✔ Add your logo & organization details
- ✔ Reuse and duplicate assessments
- ✔ Works on any device

Start Free at riskassessmentwizard.com

No credit card required - Try it free today