

**Parish of St Peter and St Paul Bedfordshire**  
**Bell Ringing (V1.0 March 2024 )**

**Activity: Bell Ringing**

**Location: Parish Church**

**Name of leader with responsibility: Mary Hartley (Tower Captain)**

**Other posts: Andrew Pearson (Deputy Captain), Chris Hartley (Training Officer/Steeple keeper)**

**Date of first risk assessment: 28/03/24**

**Time/frequency: Thursday, Sunday and Special Events**

**Date to be reviewed: March 2025**

**This document should be read in conjunction with the Church Health & Safety Policy**

<b>What are the hazards?</b>	<b>Who might be harmed and how?</b>	<b>What are you already doing?</b>	<b>Do you need to do anything else to manage this risk?</b>	<b>Action by whom?</b>	<b>Action by when?</b>	<b>Done</b>
Security of the Tower	Non Ringers gaining access to the bells and ropes. Major injuries from accidently pulling ropes while the bell is raised.	Keep ropes as high as possible when bells are raised. Keep balcony door locked when the church is empty.	Ring bells down into a safer state where possible. Applied for a door between the ringing chamber and the balcony to stop unauthorised access.	Mary Hartley Grants and Faculty applied for.	Summer 2024	
Ringng Room	Getting caught up in moving ropes. Potentially serious injuries from rope burns to broken bones.	Detailed Safety training by trained "Association of Ringing Teachers" instructors.	All persons not ringing are instructed to keep feet flat of the floor. Removal of loose clothing such as ties scarves etc before ringing. Learners are closely supervised by competent instructor.	MH/CH/All Competent Bellinger		
Ropes breaking and flailing around	All personnel could become snagged by the ropes and suffer injuries as above	Regular tower maintenance (bi monthly checks)	Ropes have recently been replaced before they could fail.	MH/CH		
Stay breaking or similar mechanical failure	The ringer could be pulled off their feet and dropped back to the ground or suffer rope burns.	Ringers to be properly trained to avoid over pulling. Ringers are trained to let go of the rope if this occurs.	Bells are checked regularly by the steeple keeper and have a Quinquennial Inspection/service by Taylors Bell founders who installed them	MH/CH/All Competent Bellingers		
Belfry	<b>See separate Belfry Risk Assessment</b>					
Loan Working	Any accident involving anyone working on their e.g. ringing up the bells could result in injuries becoming significantly	Lone working is not permitted under any circumstances, whether raising or lowering		MH/CH/All Competent Bellingers		

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	worse though lack of immediate attentions	bells or carrying out any form of maintenance				
Poor quality ringing	Accidents are more likely	Training is provided by qualified ART instructors and progress logged.	Never train new recruits alone.	MH/CH		
Children learning to ring.	Children. Injury while ringing. Safeguarding.	Parent / guardian sign the permission to ring form. Ideally parents accompany children.	Trainers must have followed the churches recruitment and safeguarding training. <b>All ringers are recorded in a tower logbook for each session.</b>	MH		
Hot taps / Kettles in the Kitchen	Scalds	Anyone using taps or Kettles	As well as conventional hot taps there is a kitchen tap that delivers boiling water. Make sure helpers understand where it is and how to use it.	All Competent Bellingers		
Fire	Adults/children	Avoid naked flames wherever possible – e.g. candles. Keep naked flames away from people. In the event of a fire, volunteers to direct attendees to the nearest fire exit. Ensure mobile phone present for prompt use in emergency. A responsible adult needs to raise alarm by shouting “Fire”.	In the case of a fire the evacuees will assemble on the Village Green in Court Road. <b>Read Church Fire Safety Risk Assessment in the Fire Risk Folder.</b>	All Competent Bellingers		

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		Similarly, fire extinguishers should only be used to aid escape from the building.				
Trips and falls	Everyone	<p>The church is regularly inspected for trip hazards but some areas of the church have uneven floors and loose tiles.</p> <p>The church also has steps into the Chancel and around the font.</p> <p>There is also a small strip of wood across the entrance of the church.</p>	<p><b>Injury from tripping is a very real hazard in the church.</b></p> <p>In recent months people have tripped over the steps in the church and hurt themselves.</p> <p>Consider signage for the event and warn new visitors to the church about the hazards.</p>	All Competent Bellingers / Incumbent / Church Wardens		
Balcony	Everyone	The stairs to the balcony are slippery and should only be attempted by able bodied people.	If someone looks infirm advise them not to climb up to the balcony.	All Competent Bellingers / Incumbent / Church Wardens		
Hygiene	Volunteers packing up session	Ensure Kitchen is tidy and bins are emptied		All Competent Bellingers		

Update by Mary Hartley 28/3/24