



Task	
The entrance/reception area to the venue is well maintained and a person/rota is in place to ensure upkeep	
The main room/s are checked prior to starting a section meeting	
The kitchen is clean and safe with the relevant health and safety notices displayed in a visible place	
Risk Assessments are completed and easily accessible for any adult to find in the venue?	
The internal lighting is suitable for all adults and young people	
The external lighting is appropriate to where the venue is located	
All furniture is clean and serviceable	
The storage is maintained, tidy and safe to use	
Photos of the sections doing activities and fun are displayed	
Your notice board is neat and up to date	