Asesiad Risg – Risk Assessment

menter caerdydd

Dosbarth / Class: Tai Chi
Ble / Where: Hub Rhydypennau, Llandennis Rd, Cardiff CF23 6EG
Tiwtor/Tutor: Avril Williams
Pryd / When: Bob dydd Llun – Mondays – 14:00-15:00 + 15:00-16:00 15/09/25 – Gorffennaf/July 2026
Yswiriant Atebolrwydd Cyhoeddus? **Public Liability Insurance?** **Oes Yes –Menter Caerdydd + Avril Williams (tiwtor) Nag oes No**
Mynedfa / Allanfa yn addas ar gyfer pobl anabl? Disabled Access? Oes Yes/ Nag oes No

Asesiad Risg: Risk Assessment:

Beth yw'r peryglon? **What are the hazards?**	Pwy allai gael ei niweidio? **Who might be harmed?**	Lefel y risg cyn yr asesiad **Level of risk before risk assessment**	Beth ydyn ni'n ei wneud i leihau'r risg? **What are we doing to control the risks?**	Pwy sy'n gyfrifol am checio ar y diwrnod? **Who needs to carry out the action?**	Lefel y risg ar ôl yr asesiad **New level of risk**	Pwy sydd wedi ymweld â'r lleoliad a sicrhau bod popeth yn iawn? **Who has visited the location and checked everything is in place?**	**Date?**	**Review date?**
Anafiadau o bob math/Injuries – fractures, muscle strains, heart/breathing difficulties etc	Pawb/All attending group	**Canolig/Medium**	Cyfranogwyr i lenwi holiadur iechyd cyn dechrau'r cwrs. Gofyn i gyfranogwyr os oes unrhyw newidiadau i gyflwr eu hiechyd cyn dechrau pob sesiwn. Rhestr o risgiau i'w checo cyn pob sesiwn. Anafiadau i gael eu cofrestru yn y llyfr damweiniau. Cofnod o wybodaeth gyswllt brys fel bod modd cysylltu	**Tiwtor/Tutor:** Avril Williams	**Isel/Low**	**Rachel Matthews i ddechrau/** initially **/ Avril Williams yn wythnosol/**weekly		Asesiad risg yn gyfredol oni bai bod yr ystafell / niferoedd yn newid. Checio bob wythnos; adolygu ar ddechrau'r tymor ac ail-wneud ar ddechrau bob blwyddyn academaidd. RA to be renewed if numbers or room changes. Checks made each week; review at start of each new

			â'r teulu mewn argyfrwng. *Participants to fill out an up-to-date health questionnaire prior to exercise. Participants will be asked if there are any changes to their health before starting each session. Risk Assessment checklist will be conducted before each activity.* *Any injuries will be reported in an accident book.* *Emergency contact information is stored on the day and family will be contacted in an emergency.*					term and re-do at start of each academic year.

Baglu dros bethau/Trip Hazards	Pawb/All attending the group	**Canolig/Medium**	Checio'r stafell cyn bod pobl yn cyrraedd. Dim byd ar y llawr all achosi i rywun faglu. Cotiau a bagiau yng nghornel y stafell. *Before participants enter, the room will be set up and checked for any trip hazards.* *There will be no trip hazards and coats/bags will be placed in the corner of the room.*	**Tiwtor/Tutor:** Avril Williams	**Isel/Low**	**Rachel Matthews i ddechrau/** initially **/ Avril Williams yn wythnosol/**weekly		Ar ddechrau pob tymor – Start of each term
Yfed digon/rhannu cwpanau Hydration – access to water and sharing cups	Pawb/All attending the group	**Canolig/Medium**	Pawb i ddod â photel neu gwpan. *Participants will be asked to bring their own vessels to each of the groups.*	**Tiwtor/Tutor:** Avril Williams	**Isel/Low**	**Rachel Matthews i ddechrau/** initially **/ Avril Williams yn wythnosol/**weekly		Ar ddechrau pob tymor – Start of each term

Hylif ar y llawr/Spillages	Pawb/All attending the group	**Canolig/Medium**	Tiwtor i sicrhau bod y llawr yn sych. *Tutor will ensure the floor is wiped if drinks are spilled.*	**Tiwtor/Tutor:** Avril Williams	**Isel/Low**	**Rachel Matthews i ddechrau/** initially **/ Avril Williams yn wythnosol/**weekly		Ar ddechrau pob tymor – Start of each term
Awyru/Ventilation	Pawb/All attending the group	**Canolig/Medium**	Bydd digon o awyr yn yr ystafell. Checio cyn pob sesiwn yn dibynnu ar y tywydd ayb. *Space will be well ventilated with doors open where needed. This will be checked via our checklist prior to the group starting.*	**Tiwtor/Tutor:** Avril Williams	**Isel/Low**	**Rachel Matthews i ddechrau/** initially **/ Avril Williams yn wythnosol/**weekly		Ar ddechrau pob tymor – Start of each term
Dal feirws/Contraction of virus	Pawb/All attending the group	**Canolig/Medium**	Neb i fynychu os ydyn nhw â symptomau annwyd trwm, ffliw, Covid neu feirws arall. Agor ffenestri pan fo angen. *Nobody will be attending the group if they have*	**Tiwtor/Tutor:** Avril Williams	**Isel/Low**	**Rachel Matthews i ddechrau/** initially **/ Avril Williams yn wythnosol/**weekly		Ar ddechrau pob tymor – Start of each term

			any symptoms of Covid 19, flu or heavy colds or other illnesses. *Provide ventilation when needed.*					

Enw Llawn/Full name/role: Rachel Matthews (Swyddog Cymunedol/Dysgwyr)

Arwyddwyd/Signed:

Dyddiad /Date: 12/08/2025

Cyswllt/Contact: Email: rachel@mentercaerdydd.cymru