

Buckland and Chipping Summer Event | Risk Assessment

Reviewed by: Caroline Scott | 30/07/24

#	Significant Hazard or Risk	Who is at Risk?	What could the effect be?	What Controls are in place	Severity	Likelihood	Risk Level	What Action is Required	Who is Responsible?	Further Control Required?	Residual Risk
001	Electrocution	Some stallholders, catering staff, musicians and technical operatives on stage.	Injury or death.	All trailing leads will also be fitted with RCDs Stallholders to comply with their own RAs and PAT testing regimes.	3	1	3	Trailing leads will be inspected for wear and tear prior to use. Stallholders shall be expected to comply with best practice requirements and be using servicable equipment.	Summer Event Committee, BCPC Councillors, Stallholders	No	3
002	Vehicle movement resulting in crushing or collision with pedestrian	All present.	Injury or death.	Vehicle movements onto the show ground shall be controlled by marshalls. Drivers shall not reverse without appointing a marshal to ensure the area is clear. Warning signs shall be placed adjacent the road to alert vehicles driving through the village. Warning tape will be strung adjacent the car park to help pedestrians remain alert.	3	2	6	Marshalls shall ensure clear direction is given to drivers on arrival: Vehicles shall not exceed 5 mph and shall proceed with extreme caution at all times; windows shall remain down; in-car entertainment muted whilst moving. Cautionary road signs will be put in place along main road. Pedestrian are expected to exercise the usual level of caution in the presence of moving vehicles.	Vehicle drivers, marshalls and pedestrians	No	3
003	Food poisoning resulting in illness.	All present.	Illness	Foods Standard Agency certificates and specific training.	1	2	2	Food retailers and handlers shall comply with best practice requirements.	All those dealing with food preparation and serving	No	2
004	Heat stroke	All present.	Illness	Water will be available for free. Shaded areas are also available around the Field. Specific First Aid cover will be in place to help identify and deal with heat stroke victims.	1	2	2	All present are expected to take personal responsibility for the wellbeing of themselves and any minors in their charge.	All present	No	2
005	Aggressive behaviour	All present.	Injury	Alcohol vendors shall monitor patrons and stop serving anyone appearing drunk or aggressive and inform an event organisor.	1	2	2	Marshalls and Summer Event Committee shall monitor behaviour and deal appropriately with mis-behaviour witnessed or reported by recourse to the Committee or directly to the Police.	Summer Event Committee,	No	2
006	Vehicle fire	Those within or in close proximity to vehicles.	Injury or death.	Those displaying vehicles or machinery will assumed to be competent to ensure the servcability or their vehicles.	3	1	3	No refuelling will be allowed on site. Fire extinguishers are located in the main tent. Royston Fire Bridage have been invited to attend.	Those displaying or using vehicles or machinery	No	3
007	Illness	All present.	Illness or death of those affected	Specific First Aid cover will be present to help identify and deal with illness.	3	1	3	Emergency contacts will be avilable at control points. It is envisaged most visitors and marshalls / helpers will have mobile phones to enable emergency services to be called directly in the event of an emergency.	All present	No	3
008	Dog bite	All present.	Injury	Dog owners shall take personal responsibility for their animals.	2	2	4	All marshalls / helpers shall immediately report any aggressive animals to a Summer Event Committee Member. They shall take steps for the animal to be suitable restrained or removed from the event.	Organisers and dog owners	No	2
009	Sprains / abrasions / bruises	Any persons taking part in physical attractions	Sprains, suface skin damage, muscularskeletal injury	All exhibitors shall supervise their stands at all times whilst in use. Those taking part are expected to take personal responsibility for their health and fitness to take part.	1	2	2	Exhibitors shall ensure clear direction is given to participants with regards usage of equipment. Participants are expected to use usual levels of common sense.	Exhibitors and participants	No	2

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010	Trips, slips or falls	All present.	Injury or severe injury	Trailing leads or other such obstacles are to be minimised and kept away from walkways.	2	2	4	Trailing leads shall be run in non-walkable locations (for example along fence lines etc) or suitably protected or highlighted so as to reduce the risk of a trip.	Exhibitors and organisers	No	2
011	Scalding / burns	Exhibitors and catering staff	Injury / scalding	The usual levels of caution should be exercised and implement in accordance with good practice procedures when dealing with flames, hot liquids and hot objects / surfaces.	2	2	4	Village Hall Committee shall ensure only suitable trained and competent staff shall be working with hot liquids / objects / surfaces. Employers of catering staff shall ensure they are suitably trained. First Aiders will be on site to deal with scalding or burn injuries. A burns kit will be in place.	Village Hall Committee, Stallholders	No	2

Risk Level Assessment	Severity	High	3
		Medium	2
		Low	1
	Likelihood	High	3
		Medium	2
		Low	1
Outcome	Low Risk	<=3	
	Medium Risk	4 to 6	
	High Risk	>=7	