

### HEALTH AND SAFETY RISK ASSESSMENT FORM

<b>Event name</b>		<b>Date</b>		<b>Time</b>	
<b>Location</b>		<b>Event organiser</b>		<b>Event safety controller</b>	

Subject areas involved in the event and covered by this risk assessment.

**ALL –**

INDIVIDUAL AREAS –

<b>Hazard</b>	<b>Effect of hazard</b>	<b>Persons at Risk</b>	<b>Existing control measures</b>	<b>Extra implemented control measures</b>	<b>Severity</b>	<b>Likelihood</b>	<b>Risk factor</b>
Identifying the hazards: Examples: - Slipping, tripping or falling hazards - Fire risks or fire evacuation procedures. - Crowd control and pinch points - Equipment/machinery handling - Public behaviour	Such as: - Death - Major injury or illness resulting in hospitalisation - Minor injury or illness resulting in first aid being required - Superficial injury - Others specific to the event	Identifying those at risk: Examples: - Employees - Volunteers - Members of the public - Local residents - Stewards - Contractors	Examples: - Health and safety signs - Information - Instruction and training for all those working/ volunteering - Supervision - Written procedures	Examples: - Safety team guidance - Line of communication/ reaction/conclusion procedure with all involved prior to event and throughout - Designated H&S Officer onsite	See below	See below	See below

**Risk = Likelihood x Severity**

Likelihood	Severity
1 = highly unlikely to ever occur	1 = slight inconvenience
2 = may occur but rarely	2 = minor injury requiring first aid
3 = may occur rarely	3 = medical attention required
4 = may occur from time to time	4 = major injury leading to hospitalisation
5 = likely to occur often	5 = fatality or serious injury leading to disability

<b>1-5 =</b>	<b>low risk</b>	<b>risks controlled</b>
<b>6-12 =</b>	<b>medium risk</b>	<b>further precautions required</b>
<b>15 - 25 =</b>	<b>high risk</b>	<b>stop activities, immediate action required</b>