Risk Assessment Template for Coronation Community Event

Street name:

Date of event(s):

Named Organiser(s):

Date of risk assessment:

This risk assessment covers the activities taking place at our event. We have identified possible hazards and control measures we can use to reduce the risk. We’ve used the matrix table below to show whether the risk is High, Medium or Low, and how that changes with the control measures in place.

|  |  |
| --- | --- |
| DEFINITIONS | *Likelihood* |
| Severity | RISK RATING | Low = 1 | Med = 2 | High = 3 |
| Low = 1 | 1 | 2 | 3 |
| Med = 2 | 2 | 4 | 6 |
| High = 3 | 3 | 6 | 9 |

DEFINITIONS

*Severity*

H = Fatality or major injury causing long term disability

M = Injury or illness causing short-term disability or incident causing equipment damage

L = other minor injury or illness

*Likelihood*

H = certain or near certain

M = reasonably likely

L = Seldom or never

**This template has suggested hazard headings for your street party, these can be amended to suit your event and new rows added if required. A row with a completed example has been left for your information**

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| EXAMPLE TRAFFIC MANAGEMENTCollision between vehicles and pedestrians  |  | EXAMPLE Attending residents and organisers  | 3 | 2 | H | EXAMPLE Traffic regulation order and road closure in place to limit/prevent access by vehicles. Traffic management plan in place. Advance communication with all residents to support short term closure for eventStewards will make sure vehicles do not enter road closure. Delivery drivers to be advised of timings and location of access points | 3 | 1 | M | EXAMPLEAccess to be maintained for emergency vehiclesStewards or marshals to wear Hi-Viz vest or coat |
| CROWD MANAGEMENTOvercrowding leading to crowd crushes and adverse dynamics |  |  |  |  |  |  |  |  |  |  |
| STRUCTURAL FAILURELeading to collapse or overturning of temporary structure |  |  |  |  |  |  |  |  |  |  |
| EMERGENCY COMMUNICATIONSHazards arising from the need to evacuate or another emergency situation. |  |  |  |  |  |  |  |  |  |  |
| UNEVEN/SLIPPERY GROUNDLeading to slips, trips or falls |  |  |  |  |  |  |  |  |  |  |
| UNSAFE PUBLIC BEHAVIOURViolence, aggression, horseplay |  |  |  |  |  |  |  |  |  |  |
| PUBLIC INFORMATIONLocal concerns and objections  |  |  |  |  |  |  |  |  |  |  |
| ANY PUBLIC SAFETY INCIDENTMethods for dealing with incidents |  |  |  |  |  |  |  |  |  |  |
| MANUAL HANDLINGPoor lifting technique leading to personal injuries to back fingers/hands or feet |  |  |  |  |  |  |  |  |  |  |
| FOOD HYGIENEFood poisoning. |  |  |  |  |  |  |  |  |  |  |
| ELECTRICAL SUPPLIESShock, burns, equipment damage |  |  |  |  |  |  |  |  |  |  |
| GENERAL FIRE RISKSGeneral risks from fire, smoke, ignition sources, confusion and panic in the presence of danger |  |  |  |  |  |  |  |  |  |  |
| STAGE PERFORMANCE GROUPSGeneral risks from dealing with young or other vulnerable peopleWorking on raised platforms or stages |  |  |  |  |  |  |  |  |  |  |
| LOST CHILDRENMethod for reuniting lost persons |  |  |  |  |  |  |  |  |  |  |
| DECORInstallation and operation |  |  |  |  |  |  |  |  |  |  |
| WASTE MANAGEMENTReduction of fire risks, slip or trip hazardsPrevention of attracting vermin |  |  |  |  |  |  |  |  |  |  |
| COVID-19Risk of transmission of virus  |  |  |  |  |  |  |  |  |  |  |