

Event Risk Assessment – Great Big Green Week

1. General Activity Information (What’s being assessed?):

Activity Name: Location of Activity: Date(s): Organiser details:	Nearest Hospital A&E (Inc. Tel Number): Add OS Grid Reference/ what3words / Postcode that will be used to summon ambulance/fire/police: Mobile Phone Reception:
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Emergency Contact Details: Name: Tel: THE EMERGENCY SERVICES SHOULD BE CALLED IN THE FIRST INSTANCE IF NEEDED. REMEMBER TO REPORT ANY ACCIDENTS OR NEAR MISS INCIDENTS IN WRITING AS SOON AS POSSIBLE, INCLUDING ANY ACCIDENTS YOU WITNESS INVOLVING MEMBERS OF THE PUBLIC.	Designated First Aider(s)? How will first aid kits be made available?
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2. Site /Activity Specific Hazards [EXAMPLES - PLEASE DELETE AS APPROPRIATE]

This section must be completed prior to the event.

Description of Hazard	Description of Potential Harm (i.e. who might be harmed and how)	Risk Level (Before Controls)	Prevention and controls to reduce Risk/Hazard	Residual Risk (After Controls)
Open water (rivers, ponds)	Death through drowning	Severe/improbable Medium	Attendees to avoid getting too close to any river and any other water bodies and remain on the pavement side of barriers and railings	Trivial
Dog attack	Injury through attack from dogs	Serious/Improbable Low	Attendees to avoid close contact with unknown dogs and remain in areas where dogs are kept on leads.	Trivial
Uneven Ground	Falls, cuts grazes, concussion, broken bones	Serious/Possible Low	Attendees to pay attention to signs and warnings put in place by the event organisers and local authorities. Attendees should wear appropriate footwear and stick to paths where possible.	Trivial
Busy roads	Injury through collision with traffic	Serious/Possible Medium	Attendees to keep away from any busy roads and remain on the far side of the pavement wherever possible. Attendees to use designated crossings and to follow the highway code.	Trivial
Terrorist attack	Injury or death through terrorist attack.	Severe/Improbable Medium	Attendees to remain vigilant and report any suspicious behaviour when attending the event. Follow guidance from emergency services and remove yourself from the area if a situation arises.	Low
Aggressive People	Verbal or physical abuse by general public or event attendees	Serious/Possible Low	Avoid confrontation as much as possible; if the situation can't be diffused remove yourself from it. Attendees should report any aggressive or abusive behaviour to police or event stewards.	Low

<p>Extreme weather including heat, cold, storms</p>	<p>Illness through dehydration, heatstroke. Illness through Hyperthermia.</p>	<p>Serious/Possible Medium</p>	<p>Attendees to check the weather forecast before the event. Attendees should bring appropriate weather protection including sunscreen, water, layers to keep off the sun, waterproofs and warm layers. If attendees begin to feel unwell they should seek support from event stewards and shelter indoors.</p>	<p>Trivial</p>
<p>Crowds</p>	<p>Crushing/Mobs/Tra mpling causing injury or death</p>	<p>Severe/Improbable</p>	<p>Attendees to remove themselves from the area if they feel unsafe or the crowd is becoming too closely packed. Follow emergency service and event steward instructions.</p>	<p>Trivial</p>
<p>Covid-19 transmission</p>	<p>Covid infection leading to severe illness or death</p>	<p>Severe/Possible High</p>	<p>All Government guidelines followed including (but not limited to): attendees asked to wear masks at all times, venue set up to allow for social distancing including one way system where routes are narrow and use of outdoor space wherever possible. Hand sanitiser/hand washing facilities available for attendees to use on entry and exit to the venue. People asked not to attend if exhibiting Covid symptoms. Track and Trace system in place.</p>	<p>Medium</p>

May 2021

4. Signature of organiser conducting assessment

- **Signed** _____ **Date:** _____
- **Name:** _____ **(BLOCK CAPITALS)**

Hazard Table

Table should be used as a guide to ascertain level of risk with each identified hazard

	PROBABILITY OF HARM		
SEVERITY OF HARM	<i>probable</i> (near miss, or Incident causing harm has occurred or is likely to)	<i>possible</i> (reasonable to believe an incidence may occur, but not frequently)	<i>improbable</i> (incident unlikely to occur, or only in an unlikely combination of circumstances)
SEVERE - fatality, or serious injury to more than one person	Actual Risk: HIGH Hazard must be included in risk assessment	Actual Risk: HIGH Hazard must be included in risk assessment	Actual Risk: MEDIUM Hazard must be included in risk assessment
SERIOUS - serious injury, or irreversible damage to health	Actual Risk: HIGH Hazard must be included in risk assessment	Actual Risk: MEDIUM Hazard must be included in risk assessment	Actual Risk: LOW Hazard must be included in risk assessment.
MODERATE - minor injury, but requiring first aid or, health effect reversible on treatment	Actual Risk: LOW Hazard must be included in risk assessment.	Actual Risk: TRIVIAL Do not include hazard in risk assessment	Actual Risk: TRIVIAL Do not include hazard in risk assessment
NOT SIGNIFICANT - minor injuries such as cuts and bruises	Actual Risk: LOW Hazard must be included in risk assessment.	Actual Risk: TRIVIAL Do not include hazard in risk assessment	Actual Risk: TRIVIAL Do not include hazard in risk assessment