

Lyonshall Parish Council – Community Event Risk Assessment

Hazards	Who might be harmed & how?	Suggested Controls & Measures	Current Risk		
			L	I	R
Inadequate insurance cover for when things go wrong	Attending Parishioners, Volunteers, Councillors	<ul style="list-style-type: none"> Check with Parish Council insurance that the event is covered 	2	3	6
BBQs & fire pits	Attending Parishioners, Volunteers, Councillors People could be injured & burnt by a fire Property - cars; houses - could also be damaged by a fire	<ul style="list-style-type: none"> Have responsible people in charge & supervising at all times Have water; sand; fire extinguisher etc. in place and readily available in case of an emergency First-aid kit & first aider at event Keep matches in a safe place and keep flammable liquids secured in appropriate bottles & containers Set up in a sensible place – away from combustible materials 	2	3	6
BBQs & other food	Attending Parishioners, Volunteers, Councillors Risk of food poisoning or allergic reaction to food	<ul style="list-style-type: none"> Careful, hygienic food preparation Labels on food identifying ingredients like nuts Experienced BBQ chef in charge of cooking. Check & test food before handing out Use a meat thermometer if in doubt! 	2	3	6
Electricity	Attending Parishioners, Volunteers, Councillors People could be electrocuted or suffer electrical burns & injuries from cables	<ul style="list-style-type: none"> Don't overload plug sockets Any mobile generators to be taped/sectioned off with warning signs Only allow experienced folks or the owners to use generators 	1	3	3

Games & activities	<p>Attending Parishioners, Children, Volunteers, Councillors</p> <p>People will be at risk of a variety of personal injuries, depending on/ related to the activity in question</p>	<ul style="list-style-type: none"> ▪ Have a responsible but fun person to supervise formal games & activities ▪ Section off an area for games & activities ▪ Think about games & activities when you're planning your event – especially where to put them and how many might take part ▪ Children's activities to obtain parental consent 	1	1	1
Higher risk games & activities	<p>Attending Parishioners, Children, Volunteers, Councillors</p> <p>A climbing wall or a bouncy castle could be great fun – but both could see people injured in different ways</p>	<ul style="list-style-type: none"> ▪ Again, a responsible person to supervise ▪ Make sure that people taking part in the activity supplied with all relevant safety equipment and instructions ▪ Use safety surfaces as appropriate/required and ensure structure is secure. <p>Buy in the service! A reputable firm will be able to provide you with a risk assessment and they'll have their own insurance for what they're doing</p>	2	3	6
Gazebos, parasols & event structures	<p>Parishioners, Volunteers, Councillors</p> <p>People putting things up and taking them down are at risk of a variety of injuries including back pain and pulled muscles.</p>	<ul style="list-style-type: none"> ▪ Follow the instructions! ▪ Have sufficient people on hand to put up & take down ▪ Allow yourself plenty of time ▪ Check you have all the parts before the day itself 	2	1	2
Moving things	<p>Parishioners, Volunteers, Councillors</p> <p>There's always a risk of a variety of injuries, including back pain and pulled muscles, when you're moving heavy or awkward items</p>	<ul style="list-style-type: none"> ▪ Avoid lifting or carrying heavy, bulky or awkward items alone. <p>Move heavy things as close as possible to where they're needed using cars, vans or even wheelbarrows</p>	2	2	4
Local concerns & objections	<p>Local community to the event location</p>	<ul style="list-style-type: none"> ▪ Talk to friends, neighbours, and your community about the event ▪ Involve people when you're organising the event ▪ Be considerate about noise, timings etc. ▪ Come up with sensible and reasonable compromises where necessary ▪ Keep people up to date all the way up to the big day 	2	1	2

Weather	<p>That most British of hazards!</p> <p>In all seriousness people are at risk of discomfort and possible ill health from exposure to the weather, including sunburn & dehydration in warmer weather; and frostbite, hyperthermia & infections in the cold</p>	<ul style="list-style-type: none"> ▪ People on supervising duties to wear suitable clothing for the weather ▪ Have a rota in place too, so people helping out with the event are able to take breaks and enjoy the event as well ▪ Set up areas of shade if you're organising a summer event ▪ Have plenty of drinks and water available in really hot weather 	2	1	2
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Risk: L = Likelihood; I = Probable Impact; R = Risk (L*I)

Likelihood: 1 = Highly unlikely; 2 = Unlikely; 3 = Possible; 4 = Probable; 5 = Highly probable

Probable Impact: 1 = Minor injury; 2 = Injury; 3 = Possible trip to the doctor or hospital; 4 = Significant injury; 5 = Fatality or life-changing injury

Risk Score Bands: 1 to 5 = Low risk; 6 to 10 = Higher risk – think about how you're managing or supervising this; 11+ = HIGH RISK Further controls & measures recommended