

Risk Assessment (Example)

Event Sponsored Walk in aid of a Charity

Event Date Saturday 2 July 2017

Start Time 14.00hrs

Finish Time 16.00hrs

Location / Route Promenade walkway, South Pier to North Pier Blackpool

Assessment Carried out by (Name/s) J Smith

Date of Assessment 2 April 2017

What are the hazards?	Who might be harmed and how?	What are you already doing?	Do you need to do anything else to manage this risk?	Action by whom?	Action by when?	Done
Slips and trips	Participants, Volunteers, Stewards Physical injury	Event route walked prior to day . Obstructions and slip/ trip hazards identified, Avoid walking in large groups so hazards are more visible. First Aiders monitoring the walk. Communication with First Aider by Radio/ Mobile Phone	Hazards highlighted to all those participating at briefing before start of event.	J Smith (organiser)	28/06/2017	01/07/17
Moving Trams	Participants, volunteers, stewards Members of the Public Serious or fatal injury	Brief all participants and volunteers of safest route along the Promenade i.e. away from the tramway. Stewards to monitor and direct walkers at narrowest points. Start event at a wide part of the Promenade away from tram tracks. Avoid crossing tramway in large groups. Organisers/ participants vehicles to be parked on the roadway or in car park , they must not cross the tramway onto the Promenade.	Contact Council Tramway Safety Officer informing him of the event. Apply for a tramway activity permit if required.	J Jones (nominated safety officer)	02/07/2017	02/07/2017
Over exposure to the Sun	Participants, Volunteers, Stewards Heat exhaustion, dehydration, collapse Sunburn	All involved briefed before event to bring liquid to hydrate themselves and to apply sunscreen. . First Aiders taking part/ monitoring the walk. Communication with First Aider by Radio/ Mobile Phone	Supply of drinking water provided by organiser at predetermined positions	J Jones (nominated safety officer)	01/07/2017	01/07/17
Bad Weather	Participants, Volunteers, Stewards hypothermia, cold related symptoms. Impact injuries if windy	Monitor weather forecast before event. Advise all to dress accordingly.	If extreme weather, procedure in place to cancel event	J Smith (organiser)	28/06/2017	01/07/2017

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Anti social behaviour / Assault / Theft	Participants, Volunteers, Stewards Physical and psychological injury	All participants walk in pairs or groups. Those collecting cash to walk in groups or pairs.	Communications via Radio/ mobile phone with walkers and Police if required	J Smith (organiser)	02/07/2017	02/07/2017
Lost Children	Children Distress, Abduction	Children to be supervised at all times by an adult/s.	Mobile phone communication with Lost Children Centre and Police. CRB check of supervisors	J Smith (organiser)	02/07/2017	02/07/2017
Sea	Participants, Volunteers, Stewards Children. Physical fatal injury, drowning	Monitor weather forecast before event. Check tide times. Children supervised at all times. Beach patrol informed of event. Communications to emergency services by mobile telephone in case of an emergency	Cancel event in the case of extreme weather Check mobile phone coverage for 'black spots'	J Smith (organiser)	28/06/2017	02/07/2017