

## Trowbridge Lions Club Risk Assessment – May Fayre

Risk Assessment No: TLC/FR-5

Activity	Hazard	Whom Affected	L	C	R	Mitigation / Control	Responsible	
Marking out pitches	1. Grazed knuckles 2. Access by Emergency Services	A. Marking-out Team B. Public	1A 1B 2A 2B	2 1 1 2	2 1 1 3	4 1 1 6	<ul style="list-style-type: none"> <li>Ensure that care is taken when 'chalking-out' the pitch location markings</li> <li>Ensure that sufficient access is available to ensure timely access by Emergency Services</li> <li>Ensure that sufficient access/egress is allowed for normal 'business activity' in the locality of the pitches</li> </ul>	Marking-out Team (Team Leader)
Display / Presentation	1. Slips / Trips / Falls 2. Access by Emergency Services	A. Display Team B. Public	1A 1B 2A 2B	2 2 2 2	2 2 1 3	4 4 2 6	<ul style="list-style-type: none"> <li>Ensure that access for Emergency Services is not jeopardised</li> <li>Area to be cordoned off whilst the 'display' is in progress</li> </ul>	Event Team Leader, Display Team(s) Leader
Stall Operation	1. Collapse of stall/stand 2. Items falling from stand 3. Cuts from books/boxes	A. Stall Operators B. Public	1A 1B 2A 2B 3A 3B	2 2 1 1 1 2	2 2 2 2 1 2	4 4 2 2 1 4	<ul style="list-style-type: none"> <li>Stall/stand will have been erected in the approved position, if necessary stabilisation 'stays' are to be used.</li> <li>Exclusion zone to be established around stall.</li> </ul> <p><i>(First Aid facilities close by!)</i></p>	Stall Operators
Clearing away	1. Cuts / Trips	A. Stall Operators B. Public	1A 1B	2 2	2 2	4 4	<ul style="list-style-type: none"> <li>Ensure that all arisings are cleared away in a safe and considerate manner</li> </ul>	Stall Operators

### Notes:

- Comply with instructions given by the Event Sponsor and/or Local Authority H&S Advisor
- Copy of the event Risk Assessment is to be available with the Event Lead POC for reference

**Key:** R: Scale of Risk (L x C)

L: Likelihood of Hazard occurring		Scale	C: Consequence should the Hazard happen		Scale of Risk	Description	Action
Frequent	Likely to occur many times	5	Catastrophic	National impact / Loss of life	13 – 25	Unacceptable risk	Very high risk (19-25): Must be eliminated or moved to a lower level.
Probable	Likely to occur several times	4	Critical	Major accident / injury			Significant risk (13-18): Approval must be sought before continuing
Occasional	Some times	3	Serious	Serious incident. Lost time injury	8 – 12	Undesirable risk	Must be avoided if reasonably practical. Seek approval to continue
Remote	Unlikely but possible	2	Marginal	First aid accident	3 – 7	Acceptable risk	Can be accepted, provided that the risk is managed
Improbable	Very unlikely / Assume never	1	Negligible	Very Minor. Little consequence	1 - 2	Negligible risk	No further consideration needed