**OPEN COUNTRY RISK ASSESSMENT**

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| Name of Assessor:  | David Shaftoe | Date: | 10th March 2022, Version 2 |
| Task Being Assessed: | **PUBLIC EVENTS, general, various locations, year-round** |
| Other RAMS to refer to: | **COVID-19, MINIBUS, SMOOTHIE BIKE, WORKING WITH DISABLED PEOPLE** |
| Risk v Benefit analysis: | Public Events are a great way of getting our message across to a wider audience. They can also generate useful income. There are some risks, mainly due to slips, trips and falls. |

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| What is the hazard? | Who might be harmed | How might people be harmed | Existing risk control measures | Risk Rating | Additional Controls | New risk rating (Residual) | Action / monitored by whom? | Action / monitored by when? |
| L | C | R | L | C | R |
| **Venue** | StaffVolunteersMembersPublic  | Slips, trips & fallsDangerous structuresHit by vehicle  | Leaders should do a reccie and be familiar with the siteA site briefing on the day | 1 | 3 | 3 | None identified | 1 | 3 | 3 | Activity leader | Every event |
| **Gazebo & displays** | StaffVolunteersMembersPublic | Injury due to gazebo or display collapsing or being blown over. | Staff are familiar with using gazeboGazebos to be secured with guy ropes & tent pegsWeight the feet when erecting the gazebo on hard standingBanners securely tied with string | 1 | 4 | 4 | None identified | 1 | 4 | 4 | Activity leader | Every event |
| **Theft / assault** | StaffVolunteersMembers | Injury / assault | Adequate staff/volunteer ratiosCollection boxes secured with chainsNon-essential items kept in minibus | 1 | 4 | 4 | None identified | 1 | 4 | 4 | Activity leader | Every event |
| **Manual handling** | StaffVolunteersMembersPublic  | Injury lifting heavy / awkward items | Manual handling training for all staffUse a sack barrow where neededUse the minibus liftsUse of correct lifting techniques | 2 | 4 | 8 | Manual handling training for volunteers Toolbox talk | 1 | 4 | 4 | Activity leader | Every event |
| **Illness** | StaffVolunteersMembersPublic | Illness and disruption | Carry emergency details on the dayHave adequate ratios on the dayFirst aid kit carried | 1 | 5 | 5 | None identified | 1 | 5 | 5 | Activity leader | Every event |
| **Slips, trips or falls** | StaffVolunteersMembersPublic  | Cuts, bruises, slips, trips & falls, fractures & dislocationsDamage to property | Reccie the site before-hand so the leader is aware of potential risks and can make participants aware of them Keep routes clear of equipmentEnsure enough helpers to number of people in need of assistance Carry at least one first aid kit and ensure presence of a first aiderEncourage appropriate footwear | 2 | 3 | 6 | Toolbox talk | 1 | 3 | 3 | Activity leader  | Every event |
| **Weather** | StaffVolunteersMembersPublic | Extreme weather e.g. lightningSunburn / heat exhaustion / heat strokeDehydrationHypothermia / hyperthermiaSlippery surfaces | Note weather conditions of the day and check everyone is fully equipped before leaving Be aware that conditions could change significantly after heavy rain or freezing temperatures Take spare woollies and / or sun protection and offer them for loanMake participants aware of the forecast and make adjustments to the day if necessary Make one another aware of slippery surfaces and slow down or stop if necessary Take the display down if lightning threatens | 1 | 5 | 5 | None identified | 1 | 5 | 5 | Activity leader | Every event |
| Method Statement: | 1. Staff should be familiar with the venue and the items of the display, including erecting the gazebo securely and safely.
2. Ensure adequate levels of support. There should be no lone working.
3. Follow manual handling guidelines for carrying equipment e.g. gazebo should be on a trolley
4. Check all equipment is in good condition, especially the gazebo and display.
5. Be mindful of slips, trips and falls.
6. Monitor your physical condition, mood and hydration levels. Regular breaks should be taken.
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| Signature of Reviewer: | David_Sig.jpg |

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|  | Severity of impact / consequences |
| Trivial | Minor injury | Over 3 day injury | Major injury | Incapacity or death |
| 1 | 2 | 3 | 4 | 5 |
| Likelihood | Highly unlikely | 1 | 1 | 2 | 3 | 4 | 5 |
| Unlikely | 2 | 2 | 4 | 6 | 8 | 10 |
| Possible | 3 | 3 | 6 | 9 | 12 | 15 |
| Probable | 4 | 4 | 8 | 12 | 16 | 20 |
| Certain | 5 | 5 | 10 | 15 | 20 | 25 |

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| Document Owner | **David Shaftoe** | Classification | **Internal Use** |
| Date of Issue | **03/07/20** | Date of next review | **31/03/23** |