

## Health & Safety Risk Assessment

**In accordance with: Management of Health & Safety at Work Regulations 1999**

NAME OF ORGANISATION:		TELEPHONE NUMBER OF ORGANISATION:		ADDRESS OF ORGANISATION:		
DATES OF EVENT:  Last Sunday of the month starting 24 <sup>th</sup> April 2022		NAME OF CONTACT:		EMAIL OF ORGANISATION:		
NAME OF DESIGNATED CONTACT ON SITE:						
WHAT IS THE ACTIVITY YOU INTEND TO UNDERTAKE:						
PERSONS AT RISK	HAZARD IDENTIFIED	WHAT COULD GO WRONG?	RISK BEFORE (H/M/L)	CONTROLS REQUIRED e.g. eliminate, reduce, isolate, training, instruction, equipment, PPE, SSoW etc	RISK AFTER (H/M/L)	ACTION Date & Resp..
Traders and Public	Setting up of display	Stand collapsing / falling down	L	The stalls are secured and protected from wind using weights. Extra weights will be used in case of high winds. If winds become uncontrollable then either the roof of the stand will be removed or the stand closed.	L	<b>April 2022</b>
Public	Unlawful entry to the stall	Members of the public injuring themselves	L	The stall is supervised at all times by the trader and their staff	L	<b>April 2022</b>
Traders and Public	Tripping/Slipping/Falling over	Trader, staff members or Public tripping on the stall	L	<ul style="list-style-type: none"> <li>• No step leading to the stall.</li> <li>• All portable and electrical appliances are tested/inspected and maintained on a regular basis (PAT Testing Certificates to be kept on site)</li> </ul>	L	<b>April 2022</b>

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Traders and Public	Fire	Spread of fire to and/or from the unit	L	<ul style="list-style-type: none"> <li>Stalls to be set up in small self contained blocks to contain fire.</li> <li>Rubbish to be stored safely and removed from site at the end of each day.</li> <li>The stallholders who cook on site have fire extinguisher.</li> </ul>	L	April 2022
Caterers			H	<b>LPG Bottles</b> <ul style="list-style-type: none"> <li>Ensure minimal number of canisters on site</li> <li>Set up in well ventilated area</li> <li>Out of reach from Public</li> <li>Store spare gas cylinders remotely from the stall</li> <li>Hoses from gas cylinders are certified correctly and are up to date</li> <li>Gaz certificates to be kept on site</li> </ul>	L	April 2022
Traders and Public	Chemicals	contact with harmful substance	L	<ul style="list-style-type: none"> <li>Cleaning products. These are kept under or behind tables of each stall for use only by stall operator</li> </ul>	L	April 2022
Traders and Public	COVID precautions and limiting spread of infection generally	Trader, staff members or Public	L/M	<ul style="list-style-type: none"> <li>Sanitiser available on the stall</li> <li>Stall holders encouraged to wear masks - n/a</li> <li>Stall holders to monitor queue at their stall – n/a</li> <li>Encourage social distancing</li> <li>Minimise handling of goods on stall</li> </ul>	L	April 2022

PLEASE ADHERE TO THE FOLLOWING GUIDELINES	PLEASE INITIAL BELOW TO CONFIRM ACCEPTANCE	DATE
If food items are for sale, ensure surfaces are kept clean and there is adequate provision for hand sanitiser available.		
Please ensure public walkways and walkways between stalls, are kept clear at all times to avoid trip hazards		
Please ensure the public highways are kept clear at all times in case of emergency and emergency vehicle access.		
Please be aware of uneven surfaces and steps which sometime occur in the public realm		
<b>UNDER NO CIRCUMSTANCES</b> are car batteries permitted to power electrical equipment		
<b>UNDER NO CIRCUMSTANCES</b> shall alcohol be offered to minors, sealed or unsealed. Those over the age of 18 can receive alcohol in sealed units only as part of a raffle or Tombola prize		
<b>AT ALL TIMES, PLEASE BE AWARE OF THE NEED TO PROTECT CHILDREN FROM HARM.</b>		
DATE OF THIS ASSESSMENT: April 2022	NAME OF ASSESSOR IF DIFFERENT FROM SIGNEE BELOW:	
OVERALL RISK RATING (H, M, L): <b>L</b>	NAME OF PERSON SIGNING THIS DOCUMENT IN BLOCK CAPITALS:	
e – SIGNATURE (Please click on this box to electronically sign this document)		