

Uffington White Horse Show Risk Assessment 2016



Event/Stall:	Completed by:	Date:
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Tick YES NO as appropriate

Step 1 What are the Hazards?	Step 2 Who might be harmed and how?	Step 3 What are you already doing?	What further action is necessary?	Step 4 How will you put the assessment into action?	
				Action by whom	Action by when
A1 - Gangway obstruction					
Could your stall cause a gangway obstruction? YES <input type="checkbox"/> NO <input type="checkbox"/> - move onto A2	General public <input type="checkbox"/> Stallholders <input type="checkbox"/> WHS staff <input type="checkbox"/> Restricted movement and exits. <input type="checkbox"/>	Keep all displays and storage boxes within allocated area. YES <input type="checkbox"/>	Identify any other actions you may take	Stall Holder YES <input type="checkbox"/> Anyone else	Before showground opens to public
A2 - Trips					
Do you use table cloths? YES <input type="checkbox"/> NO <input type="checkbox"/> - move onto A3	General public <input type="checkbox"/> Stallholders <input type="checkbox"/> WHS staff <input type="checkbox"/> Trips from cloths on floor. <input type="checkbox"/>	Secure coverings to top and legs of table. YES <input type="checkbox"/>	Identify any other actions you may take	Stall Holder YES <input type="checkbox"/> Anyone else	Before showground opens to public
A3 - Sharp & Small Objects					
Do you have sharp or small objects on your stall? YES <input type="checkbox"/> NO <input type="checkbox"/> - move onto A4	General public <input type="checkbox"/> small children <input type="checkbox"/> Cuts or choking <input type="checkbox"/>	Small and/or sharp objects not to be placed within reach of small children YES <input type="checkbox"/>	Identify any other actions you may take	Stall Holder YES <input type="checkbox"/> Anyone else	Before showground opens to public
A4 - Electricity					
Will your stall be using electrical items? YES <input type="checkbox"/> NO <input type="checkbox"/> - move onto A5	General public <input type="checkbox"/> Stallholders <input type="checkbox"/> WHS staff <input type="checkbox"/> Fire due to heat <input type="checkbox"/> Trips due to trailing cables <input type="checkbox"/> Electric shock <input type="checkbox"/> Are you using showground supply? YES <input type="checkbox"/> NO <input type="checkbox"/>	Lights to be kept at a safe distance from combustible objects YES <input type="checkbox"/> Keep trailing cables from walkways YES <input type="checkbox"/> Showground supply protected by safety trips How are you protecting against electric shock?	Identify any other actions you may take	Stall Holder YES <input type="checkbox"/> Anyone else	Before showground opens to public
A5 - Falling objects					
Are you using display stand(s) on your stall? YES <input type="checkbox"/> NO <input type="checkbox"/> - move onto A6	General public <input type="checkbox"/> Stallholders <input type="checkbox"/> WHS staff <input type="checkbox"/> Unstable display falling over. <input type="checkbox"/>	Fix displays securely in place. YES <input type="checkbox"/>	Identify any other actions you may take	Stall Holder YES <input type="checkbox"/> Anyone else	Before showground opens to public

A6 - Fire					
<p>Will you be bringing any combustible material to the showground? YES <input type="checkbox"/> NO <input type="checkbox"/> - move onto A7</p>	<p>General public <input type="checkbox"/> Stallholders <input type="checkbox"/> WHS staff <input type="checkbox"/> Combustible material too close to heat source <input type="checkbox"/> Burns and panic <input type="checkbox"/></p>	<p>Keep packaging and combustible material away from heat sources e.g. lights YES <input type="checkbox"/> Before site opens to public identify nearest fire extinguisher(s) and exit(s) YES <input type="checkbox"/></p>	<p>Identify any other actions you may take</p>	<p>Stall Holder YES <input type="checkbox"/> Anyone else</p>	<p>Before showground opens to public</p>
A7 - Additional Hazards					
<p>Does your stall have any additional hazards? - please state below</p>	<p>Who could this harm and how? General public Stallholders WHS staff How?</p>	<p>What are you doing to minimise this harm?</p>	<p>Identify any other actions you may take</p>	<p>Stall Holder YES <input type="checkbox"/> Anyone else</p>	<p>Before showground opens to public</p>