

Event Risk Assessment Form



Event name:

Your name:

Date of risk assessment:

Hazard and Potential Effect	People Affected	Existing Control Measures	Additional Control Measures Necessary	Action by Who?
Slips, trips and falls E.g., injuries from slips, trips and falls from ladders, uneven ground or debris, trailing cables, etc.	Public, volunteers, contractors and venue/other employees			
Vehicle movement E.g., car parking, reversing vehicles, etc.	Public, volunteers, contractors and venue/other employees			
Physical hazards present at site E.g., injury from falling from stage or down steep slope; death from drowning in lake; etc.	Public, volunteers, contractors and venue/other employees			
Equipment and electricity E.g., injuries from equipment collapse; risk of shocks and burns from faulty equipment or incorrect use; risk of burns from lights falling over; etc.	Public, volunteers, contractors and venue/other employees			
Audio levels E.g., use of amplifiers at high levels can cause hearing damage	Public, volunteers, contractors and venue/other employees			
Manual handling E.g., back or other musculoskeletal injury from incorrect lifting or lifting objects that are too heavy or awkward, etc.	Public, volunteers, contractors and venue/other employees			
Weather issues E.g., extremes of weather can cause injuries and present hazardous conditions	Public, volunteers, contractors and venue/other employees			
Fire E.g., Risk of fire from naked flames, electrical fault, lights, etc.; spread of fire due to proximity with flammable materials or delay in fighting fire; delay in evacuation quickly in case of fire	Public, volunteers, contractors and venue/other employees			

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<p>Emergency arrangements and first aid for injury / illness requiring medical attention E.g., could people become injured through activities at your event? What would happen if someone needed emergency medical attention?, etc.</p>	Public, volunteers, contractors and venue/other employees			
<p>Children and young persons E.g., a young person taking unnecessary risks resulting in injury; lost children; etc.</p>	Public, volunteers			
<p>Contractors E.g., inadequate health and safety procedures leading to hazardous situations and potential injuries</p>	Public, volunteers, contractors and venue/other employees			
<p>Crowd management E.g., lack of adequate evacuation procedures leading to crowd crushing and associated injuries, etc.</p>	Public, volunteers, contractors and venue/other employees			
<p>Public disorder E.g., aggressive or antisocial behaviour, violence, etc.</p>	Public, volunteers, contractors and venue/other employees			
<p>Natural hazards E.g., bee sting resulting in anaphylactic shock, skin rash from plants, etc.</p>	Public, volunteers, contractors and venue/other employees			
<p>Disposal of waste E.g., vermin, hazardous waste; public hygiene</p>	Public, volunteers, contractors and venue/other employees			
<p>Welfare arrangements E.g., lack of toilet facilities, public hygiene</p>	Public, volunteers, contractors and venue/other employees			