



Risk Assessment

Equipment / activity: Christmas Props

Date: 30/09/2024

Hazard	Who is at risk?	Possible effects/harm	Likelihood (high, medium, low)	Evaluation & Control Measures	Revised risk rating (high, medium, low)	Are there adequate control measures in place?
Loading, handling and transportation of equipment	Operator, spectator	Injury	Low	All staff to be trained in manual handling. Manual handling to be reduced to a minimum by use of trolleys/lifts. Loads to be properly secured. Where required, multiple persons must handle equipment.	Low	Yes
Installation of equipment on site	Operator, spectator, participants	Injury to operator, spectators or participants. Damage to venue.	Low	Operator must have clear, unhindered access to the setup area. Setup area to be clear and free from debris. Pre setup checks on equipment to check for damage. Equipment to be set up away from sources of water.	Low	Yes

Ground type	Operator, spectator, participants	Injury to operator, spectators or participants.	Low	Equipment to be installed and operated on a level ground	Low	Yes
						Yes
User safety	Operator, spectator, participants	Injury due to trip or fall	Low	Care to be taken when moving around the props. Props should be placed off the general public access way. Any props which have fallen/ knocked over, should be immediately picked up and reset into a safe position.	Low	Yes
User safety (cont)	Spectators, participants	Injury from fall from prop	Low	Only props which are specifically designed to be sat/stood on should be used for this purpose. Adults and children should never climb on any props, unless they are for this purpose.	Low	Yes
Heat	Organiser, spectator, participants	Injury to spectators or participants.	Low	The equipment should not be set up near any sources of heat or naked flames.	Low	Yes
						Yes

Risk rating

High

For example:

- fatality possible to one or more individuals however infrequent
- major injury to few individuals occurring frequently
- likelihood of long term muscular-skeletal problems affecting significant numbers of staff

Immediate action required

Medium

For example:

- major injury to one/few individuals occurring infrequently
- likelihood of long term muscular-skeletal problems affecting some staff. Requires attention as soon as possible

Low

For example:

- minor injury occurring infrequently to few staff.
Not a priority, may need attention if not as low as reasonably practicable.