**AXBRIDGE BLACKBERRY CARNIVAL - Risk Assessment Template (Please note: this is a template for adaption)**

**Guidance:**

**What is a Risk Assessment and why do you have to complete one?**

A risk assessment allows you to consider whether you have taken the correct precautions to protect you, participants of your float, float driver, general public and volunteers. The purpose of a risk assessment is to make sure as far as possible that no one or nothing gets hurt or damaged as a result of your entry, participation and actions.

**What do I have to do?**

You will need to assess your activity and:

1. Identify any hazards/risks: for example- falling from float;
2. Identify who might be at risk example - float participants or general public viewing;
3. Evaluate the specific effects of the hazard example – High winds lead to structures becoming unstable
4. Highlight the measures to minimise risk example – all structures will be adequately weighted and removed in high winds

**Things to consider:**

We have outlined some of the common hazards that your float entry may present, however these are not exhaustive and are a starting point for you.

* Road worthiness of vehicle. -An electrical install.
* Risk of falling from vehicle. -Risk of Fire
* Generator/s. -How participants sit/stand on float.
* Trip hazards on and around float. -Effect/impact of weather.
* Marshaling and communication -Maneuvering of float.

**See our example Assessment below:**

Below is an **example risk assessment** you can use for your entry. Simply identify a potential risk and state how you will mitigate this risk. We have added a couple of example lines to get you started, however, **please note it is your responsible to identify the risks for your entry and mitigate as suitably as possible.**

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| --- | --- | --- | --- | --- |
| **Event:****Axbridge Carnival** | **Activity:** **Carnival Float Entry** | **Reference:** **XXXX** | **Completed by:** **XXXX** | **Review Date:** **XXXX** |

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| --- | --- | --- | --- | --- | --- |
| **No.** | **Hazards** | **Possible Effects / Harm** | **Pre-Control Risk Rating** | **Existing / Required Controls** | **Post-Control Risk Rating** |
| **High** | **Medium** | **Low** | **High** | **Medium** | **Low** |
| 1 | Road worthiness of vehicle | Injury to float participants and spectators |  | **M** |  | Vehicle to have MOT or vehicle checked to be suitably road worthy if agricultural vehicle. |  |  | **L** |
| 2 | Participant falling from float | Injury to float participants and spectators |  | **M** |  | Introduction of perimeter scaffold guard rails (at suitable height) to ensure participants do not fall from vehicle.  |  |  | **L** |
| 3 | Generator causing fire.  | Injury to float participants and spectators |  | **M** |  | Two fire extinguishers (in date) carried on float for emergency use. Individual/s suitably aware of location and can operate extinguisher  |  |  | **L** |
| 4 | Fire caused by electrics. | Injury to float participants and spectators |  | **M** |  | Electrical cabling installed by suitably competent individual with any hard wire electrical items undertaken by qualified electrician.  |  |  | **L** |
| 5 | Float maneuvering.  | Injury to member of public. |  | **M** |  | Marshals to supervise and escort vehicle for all maneuvering and during parades. Marshals to ensure float/vehicle is safe to travel at all times.  |  |  | **L** |
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