### Example Risk Assessment for a Community Event

<table>
<thead>
<tr>
<th>HAZARDS</th>
<th>WHO MIGHT BE HARMED &amp; HOW?</th>
<th>SUGGESTED CONTROLS &amp; MEASURES</th>
<th>CURRENT RISK</th>
</tr>
</thead>
<tbody>
<tr>
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<td>L</td>
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</tbody>
</table>
| **BBQs & Fire Pits** | People could be injured & burnt by a fire Property - cars; houses - could also be damaged by a fire | ▪ Have responsible people in charge & supervising at all times  
▪ Have water; sand; fire extinguisher etc. in place and readily available in case of an emergency  
▪ First-aid kit & first aider at event  
▪ Keep matches in a safe place and keep flammable liquids secured in appropriate bottles & containers  
▪ Set up in a sensible place – away from combustible materials | 2  | 3  | 6  |
| **BBQs & Other Food** | Risk of food poisoning or allergic reaction to food | ▪ Careful, hygienic food preparation  
▪ Labels on food identifying ingredients like nuts  
▪ Experienced BBQ chef in charge of cooking!  
▪ Check & test food before handing out  
▪ Use a meat thermometer if in doubt! | 2  | 3  | 6  |
| **Electricity**    | People could be electrocuted or suffer electrical burns & injuries from cables | ▪ Don’t overload plug sockets  
▪ Any mobile generators to be taped/sectioned off with warning signs  
▪ Only allow experienced folks or the owners to use generators | 1  | 3  | 3  |
| **Games & Activities** | People will be at risk of a variety of personal injuries, depending on/related to the activity in question! Football on the green could see a grazed knee or even a broken leg… And Tug of War might mean rope burns… | ▪ Have a responsible but fun person to supervise formal games & activities  
▪ Section off an area for games & activities, maybe a grass verge or someone’s garden  
▪ Think about games & activities when you’re planning your event – especially where to put them and how many might take part | 1  | 1  | 1  |

**Risk:** L = Likelihood; I = Probable Impact; R = Risk (L*I)  
**Likelihood:** 1 = Highly unlikely; 2 = Unlikely; 3 = Possible; 4 = Probable; 5 = Highly probable  
**Probable Impact:** 1 = Minor injury; 2 = Injury; 3 = Possible trip to the doctor or hospital; 4 = Significant injury; 5 = Fatality or life-changing injury  
**Risk Score Bands:** 1 to 5 = Low risk; 6 to 10 = Higher risk – think about how you’re managing or supervising this; 11+ = HIGH RISK Further controls & measures recommended
**Example Risk Assessment for a Community Event**

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<tr>
<th>HIGHER RISK GAMES &amp; ACTIVITIES</th>
<th>Risk Indicators</th>
<th>Likelihood</th>
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<th>Risk Score</th>
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| A climbing wall or a bouncy castle could be great fun – but both could see people injured in different ways | ▪ Again, a responsible person to supervise  
▪ Make sure that people taking part in the activity supplied with all relevant safety equipment and instructions  
▪ Use safety surfaces as appropriate/required  
▪ Buy in the service! A reputable firm will be able to provide you with a risk assessment and they’ll have their own insurance for what they’re doing | 2 | 3 | 6 |

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<tr>
<th>GAZEBOS, PARASOLS &amp; EVENT STRUCTURES</th>
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| People putting things up and taking them down are at risk of a variety of injuries including back pain and pulled muscles, not to mention frustration! | ▪ Follow the instructions!  
▪ Have sufficient people on hand to put up & take down  
▪ Allow yourself plenty of time  
▪ Check you have all the parts before the day itself | 2 | 1 | 2 |

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<th>MOVING THINGS</th>
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| There’s always a risk of a variety of injuries, including back pain and pulled muscles, when you’re moving heavy or awkward items | ▪ Don’t be a hero - especially an injured hero! Avoid lifting or carrying heavy, bulky or awkward items  
▪ Move heavy things as close as possible to where they’re needed using cars, vans or even wheelbarrows | 2 | 2 | 4 |

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<th>LOCAL CONCERNS &amp; OBJECTIONS</th>
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<th>Risk Score</th>
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| | ▪ Talk to friends, neighbours and your community about the event  
▪ Involve people when you’re organising the event  
▪ Be considerate about noise, timings etc.  
▪ Come up with sensible and reasonable compromises where necessary  
▪ Keep people up to date all the way up to the big day | 2 | 1 | 2 |

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<th>WEATHER</th>
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| That most British of hazards! In all seriousness people are at risk of discomfort and possible ill health from exposure to the weather, including sunburn & dehydration in warmer weather; and frostbite, hyperthermia & infections in the cold | ▪ People on supervising duties to wear suitable clothing for the weather  
▪ Have a rota in place too, so people helping out with the event are able to take breaks and enjoy the event as well  
▪ Set up areas of shade if you’re organising a summer event  
▪ Have plenty of drinks and water available in really hot weather | 2 | 1 | 2 |

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