

## Seafront Traders risk assessment EXAMPLE ONLY

You have a legal responsibility to protect workers and others from risk to their health and safety. You must think about the risks they face and do everything reasonably practicable to minimise them.

You should also consider the security implications of any decisions and control measures you put in place in case you create new or altered security risks that may have to be dealt with.

Please complete the tables below and return to [events@eastdevon.gov.uk](mailto:events@eastdevon.gov.uk). *For further information, please refer to the resources at the bottom of this document.*

**Event details:**

Event: Stall at Sidmouth folk festival craft fair	Your Name: Mr Example	Email Address: My contacts
Company Name:	Persons Responsible on Site: Mr Example and Mrs Example	Contact Numbers: 07000 00000
Venue:  Sidmouth Esplanade		

**Risk Assessment:**

Risk Rating:

**High: 12-16**

**Medium: 6-11**

**Low: 1-5**

Assessing the risk:

Severity: Fatality/s = 4 Major Injury = 3 Lost Time Injury = 2 Minor Injury = 1

Likelihood: Certain = 4 Likely = 3 May Happen = 2 Unlikely = 1

Risk Rating: Severity Score x Likelihood Score

**THIS IS AN EXAMPLE ONLY YOU SHOULD NOT COPY IT VERBATIM (exact copies with no individual assessment will be rejected). The purpose is to demonstrate the sorts of hazards you should be thinking about, and the sorts of controls you might use to tackle them. The purpose of the risk assessment process is for you to think about the hazards and control them.**

Hazard	Those at risk	Points to consider and outline here how you intend to manage each risk  <i>PLEASE DELETE AND INSERT YOUR OWN RELEVANT TEXT</i>	Assessment of Risk			Further action required to control risk?
			Severity 1-4	Likelihood 1-4	Risk Rating	
<b>Managing Capacity</b>	All	<p><i>This is a small gazebo and display stand, SFF craft fair is a busy event with many participants who attend specifically for the event</i></p> <p><i>In the event of a crowd developing around the stand, to unsafe levels volunteers will manage it through the provision of safety advice and if necessary asking people to move on</i></p>	2	2	4	
<b>Traffic on site</b>	Staff, public, other drivers	<p><i>Where I am unloading from the roadside I will use my hazard flashers and take care of other drivers in line with the requirements of the highway code.</i></p> <p><i>If I am allowed to drive onto the prom I will drive at less than 5mph with my hazard flashers on, taking care of pedestrians and other stall holders at all times.</i></p> <p><i>I will have a second person watching for pedestrians when I</i></p>	4	2	8	

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		<p><i>reverse.</i></p> <p><i>I will set up and take down at the times directed by the organisers, I understand that no vehicle movements on the esplanade are permitted at other times</i></p> <p><i>I will also ensure that my vehicle is in good condition and not leaking oil or other fluids that might pollute the environment or pose a hazard to other users</i></p>				
<b>Slips, trips and falls</b>	Public Staff	<p><i>The area around the stand will be kept clear from obstructions with boxes, bags etc kept under the tables where they do not present a trip hazard</i></p>	2	2	4	
<b>Manual handling</b>	Staff	<p><i>Staff will only lift objects with in their own capacity, two people will lift any heavy (over 25kg) objects. Safe lifting techniques will be used at all times and staff have been trained in these</i></p> <p><i>The only large piece of equipment is the gazebo – this will be erected by a minimum of four staff, one on each leg to prevent toppling injuries.</i></p> <p><i>The weights on the legs are under 25kg each and have specific handles for safe lifting</i></p>	2	2	4	
<b>Site specific hazards</b>	Public Staff	<p><i>The esplanade is a low risk area with smooth paving and limited vehicular access</i></p> <p><i>The only specific hazard identified is that it is a hard surface area increasing the likelihood of injury resulting from slips</i></p>	2	2	4	

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		<p><i>and trips as discussed above</i></p> <p><i>Although the sea is close by it is not assessed as a hazard for my stall since it is separated from the esplanade by a railing</i></p>				
<b>Risks inherent in my products</b>	Public	<p><i>My products comply with all relevant consumer regulations.</i></p> <p><i>The toys I sell comply with the Toy safety regulations 2011/1881 and are clearly marked</i></p> <p><i>Small items that are not toys are clearly marked "this item is not a toy"</i></p> <p><i>No food or drink will be sold from my stall</i></p>	2	2	4	
<b>Weather</b>  Sun  Strong winds  Electrical storms	Public  Staff	<p><i>Staff will principally be under the shade of the gazebo and out of direct sun, but they will be provided with ample drinking water and sunscreen as appropriate</i></p> <p><i>Since it is on hard surface the gazebo cannot be guyed but will be secured with 25kg weights at each leg. In the event of winds being forecast to be above BF7/30mph or if it is instructed by EDDC staff the stall and gazebo will be removed</i></p> <p><i>In the event of a forecast electrical storm I understand that the event will be cancelled and I will therefore not erect my stall until the hazard passes</i></p>	2	2	4	
			3	2	6	
<b>Children, young and vulnerable people</b>	Public	<p><i>All my staff are adults and are not considered vulnerable.</i></p> <p><i>The children of customers will remain the responsibility of</i></p>	2	1	2	

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		<i>their parents at all times. In the event that a lost child comes to my stand I will call the organiser and/or the police, and will ensure that they remain with at least two adults in plain sight until help arrives</i>				
<b>Litter, debris</b>	Public Staff	<p><i>There should be little litter associated with the stand, any that there is will be removed or placed in the esplanade litter bins.</i></p> <p><i>Customers will be asked to dispose of packaging responsibly either in bins or when they get home</i></p>	1	1	1	
<b>Fire</b>	Public staff	<p><i>My gazebo and table cloth is fire retardant to BS7837.</i></p> <p><i>Sources of ignition are limited to the sunlight being concentrated by my glass ornaments, care will be taken to keep these sunspots away from flammable material</i></p> <p><i>Smoking will not be allowed on the stand by either staff or customers</i></p> <p><i>A dry powder fire extinguisher will be kept under the table at all times and the staff have all been instructed in its use</i></p>	4	1	4	

**Signed:**

**Print Name:** Mr Example

**Date:** 30/6/24

**Resources:**

<https://www.eventsindustryforum.co.uk/>

<https://www.hse.gov.uk/simple-health-safety/risk/>