

**CORONATION FAMILY FUN DAY: RISK ASSESSMENT**

This Risk Assessment relates to potential issues that may arise before, during, and after the Parish Council’s event for the Coronation event on Sunday 7 May.

**Family Fun Day**

Old School Field, Wharf Road, Misterton. 12noon-4.00pm. Stewards arrive at 10.00am. Marquees erected from 6.00pm, Saturday 5 May, and dismantled immediately after the event.

# First Aid First aid will be provided by Retford First Responders.

# Fire It is expected that the venue (Old School Field) will be low risk, and caterers and stallholders will have their own insurance. In the event of a fire, the Fire & Rescue Service will be called.

# Emergency medical facilities Emergency medical facilities are at Bassetlaw Hospital and Doncaster Royal Infirmary in the case of a serious accident or injury.

# Residents No residents of Misterton should be inconvenienced.

# Toilets Toilets have been hired for the Family Fun Day.

**Electrics** A parish councillor is responsible for all electrical installation, cabling, co-ordinating the switch-on, etc. Cable crossing public areas will be channelled in rubber cable protector, where necessary.

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| **Detail of Task:** | **Overall Risk Assessment for the Coronation event** | | | | | **Date: 7 May 2023** | | **Assessed by: Events WG** | | |
|  | | | | | | | | | | |
| **Hazard** | **What could go wrong?**  **How harm could occur** | **Severity**  **1 = Low**  **5 = High** | **Likelihood**  **1 = Low**  **5 = High** | **Initial Risk**  **= S x L** | **Control Measures** | | **Severity**  **1 = Low**  **5 = High** | | **Likelihood**  **1 = Low**  **5 = High** | **Residual Risk**  **= S x L** |
| Family picnic | Electrical short | **4** | **1** | **4** | Stewards briefed and in place.  Access to building to turn off electricity  In the case of fire, a steward will inform the Fire & Rescue Service. | | **3** | | **1** | **3** |
| Vehicles | Vehicles present | **1** | **5** | **5** | Public to park off site; disabled drivers and equipment carriers leave vehicles behind their stands or in the old school car park. | | **1** | | **2** | **2** |
| Crowd control | The audience and spectators may become unruly. ASB problems | **1** | **1** | **1** | Stewards have been briefed.  Stewards will be identified by high-vis jackets  Police informed of any ASB issues.  There will be 5 stewards. | | **3** | | **1** | **3** |
| First Aid | First Aid requirement for any accident, inc insect bites | **1** | **1** | **1** | First aid will be provided by Retford First Responders | | **1** | | **1** | **1** |
| Slips, trips, and falls | Slips, trips, and falls could occur while people are walking around the event area. Hazards are uneven grass surface | **2** | **1** | **2** | Visitors will be advised to take care | | **1** | | **1** | **1** |
| Emergency evacuation procedures | *Force majeure* may necessitate emergency evacuation of the event | **5** | **1** | **5** | In an emergency, stewards will be responsible for clearing the area. The area will be well-known to all attending, with three roads for evacuation | | **2** | | **1** | **2** |
| Adverse climate | First Aid Injury | **4** | **1** | **4** | In extreme adverse weather conditions, PC Chair will make the decision to stop/postpone activities | | **4** | | **2** | **8** |