**BACKWELL WALKING CARNIVAL & FAYRE ON THE FIELDS - Sunday 29th JUNE 2025**

**Individual Stallholders Risk Assessment Template**

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| Individual stallholders are required by our Insurance Company to provide us with their own Risk Assessment for the event. **We cannot accept stalls without a completed Risk Assessment**. To assist stallholders unfamiliar with Risk Assessments, we are supplying this template. The template lists activities common to the majority of stalls. Stallholders should complete this form by (a) deleting activities that do not apply AND (b) adding activities not listed on the template.  Some stallholders may have their own Risk Assessment and we will accept that instead of a completed version of this form.  Disclaimer: This risk assessment is supplied as a template only. It is to be used by stallholders in preparation of their own Risk Assessment and should be modified as appropriate for your stall and your circumstances. You should manage risk ‘on the day’ in accordance with your completed Risk Assessment and comply with the measures that will mitigate (reduce) the risks identified. The organisers do not accept any responsibility for the use of the contents. | | | |
| **Name of stall: THE NURSERY RHYMERS**  **stallholder: Little Bo Peep and FRIENDS**  (i.e. Owner or Person in charge) |  | **Completed by:**  Name: Humpty Dumpty  Date: 29/06/2025 |  |

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| **HAZARD** | | | **INITIAL RISK LEVEL** | | **OUTCOME of hazard** | | **PERSONS AT RISK** | **MEASURES** | **FURTHER ACTION** | **FINAL RISK LEVEL** | **PERSON RESPONSIBLE** |
| 1 | Site/event related hazards | | Medium | | Collision injury | | Stallholder and team. | Liaise with event organiser to determine possible on-site hazards and presence of on-site first aid/medical support.  Whole-site risk assessment will be available to all groups/stallholders. | Event will be scaled back/cancelled in extreme weather. | Low | Outside Events Organiser |
| 2 | Transport, setting up and dismantling of equipment | | Medium | | Lift injury.  Injury due to trips, slips or equipment falling on person.  Collisions. | | Stallholders and members of public | Move items in manageable loads - avoid lifting over- heavy loads.  Ensure table legs are locked in position. | In extreme weather, stall should be dismantled and packed away. | Low | Stallholder |
| 3 | Fire | | Low | | Burns, smoke inhalation | | Stallholder, team and general public | No smoking near stalls, no flammable substances or open flames. | Stallholder to familiarise themselves with the organisers’ fire safety procedures. | Low | Stallholder |
| 6 | | Free standing displays | | Medium | | Tipping, blown or knocked over and hitting people | Stallholder, team and general public | Secure all display signs with weights or pegs. |  | Low | Stallholder |
| 7 | | Slips, trips and falls | | Medium | | Injury due to accident. | Stallholder, team general public | Keep areas tidy and store boxes under tables. | Ensure trip hazards are clearly visible. | Low | Stallholder |
| 8 | | Falling objects | | Medium | | Injury due to accident. | Stallholder, team and general public | Ensure tables are stable on the ground before loading them with items.  Ensure stacked items are stable. |  | Low | Stallholder |
| 9 | | Hazardous substances | | Low | | Ill effect on health. | Stallholder, team and general public | No use of hazardous substances is expected. None to be brought to site without clearance from the  organisers. |  | Low | Stallholder |
| 10 | | Electrical | | Low | | Electric shock | Stallholder, team and general public | No mains/generator powered equipment is to be taken or used on-site. Any display lighting to be battery operated. |  | Low | Stallholder |
| 11 | | Working alone | | Medium | | No assistance in case of accident or problem. | Stallholder and team | At least 2 persons to be present at all times except for short periods (e.g. toilet break) or with cover from adjacent stallholder.  Mobile phone | Stallholder to familiarise themselves with the organisers’ security procedures. | Low | Stallholder |
| **Use the following lines to add activities specifIC to your stall, with entries appropriate to each column** | | | | | | | | | | | |
| 12 | | Abuse from the public | | Medium | | Violence and injury | Councillors and general public | At least 2 persons to be present at all times except for short periods (e.g. toilet break) or with cover from adjacent stallholder.  Mobile phone available. Contact Event Control for assistance. Phone 999. |  | Low | Stallholder |
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