

RHSO – TEDDY BEAR’S PICNIC 14TH MAY 2023

Activity	People at risk	Hazard or Risk	Our Controls	Risk Level H/M/L	Target date & by whom
Orchard environment Prior to event	Volunteers	Orchard is a wild area and has natural hazards	Adrienne to identify areas for the picnic and volunteers will do the following	L	Adrienne
		Hogweed / wild parsnip	Volunteers to attempt to identify ants nests and hogweed/ wild parsnip and minimise issues in designated areas.	L	RHSO volunteers
		Ant nests	Advise volunteers to have covered arms & legs whilst doing this	L	Hazel/Dave Mead (instructions)
		Uneven ground/ holes in ground/ rabbit holes	Broken branches to be removed before event. Designated areas inspected for large holes and action	L	Few days prior to event

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Orchard environment Prior to event (cont)	Volunteers	Membranes around trees a trip hazard	taken to rectify in designated areas Grass cut before event with a grass box to collect any potential problem plants	L	Adrienne
		Gazebo erection	Repair any membranes in designated areas prior to the event	L	RHSO Volunteers
During Event		Gazebo damaged or collapses	Gazebo should be erected by a minimum of two people	L	Eric/Colin
		Slippery ground	Advise families. Marshalls with hi vis jackets	L	RHSO volunteers
		People stray outside	Have First Aiders on hand in case of injuries	L	Eric / Robinne

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<p>Orchard environment</p> <p>During event (cont)</p> <p>After Event</p>		<p>of area designated</p> <p>Gazebo being packed up causes injury</p>	<p>Have water on hand to wash any contamination from weed or burns</p> <p>Marshals to keep an eye of area. Children supervised by a responsible adult.</p> <p>Poster near designated areas to warn public of potential hazards</p> <p>Dismantled by two people again</p>	<p>L</p> <p>L</p>	<p>Marshals</p> <p>Instruction written by Hazel</p> <p>Eric / Colin</p>
Refreshments	Public	<p>Picnics / food hazards</p> <p>We provide Apple juice by the bottle only</p>	<p>People notified to bring their own picnics</p>	L	Ruth B

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		Run out of juice Litter left by families	Have spares in the car Provide litter bin & marshals to keep an eye	L	Marshals
General considerations	Volunteers and public	Minor injuries Major injuries Unfamiliar members of public don't know the area	RHSO basic first aiders present Closest ambulance approach along hospital access road and on foot over bridge. Ambulance access to orchard impossible RHSO volunteers in high vis jackets to identify if needed. Volunteers to be told how to evacuate site if needed.	L	Robinne /Eric