

RIVERS HERITAGE SITE & ORCHARD – WASSAIL EVENT 22 JANUARY 2022

| Hazard and Risk | People at risk | Activity/Topic | Our Controls | Risk Level H/M/L | Target date & by whom |
|--|----------------|--|---|------------------|-----------------------|
| Bonfire in Fire Pit Prior to event | Volunteers | Fire Brigade Insurance | Notify by e-mail | L | Eric |
| | | | Public Liability Insurance | L | Eric |
| During event | Volunteers | Position of fire Location Construction | Building fire | | Dave Mead |
| | | | Sited in clear and unenclosed space | L | |
| | | | No flammable materials close | L | |
| | | | Clear space | | |
| | | | Fire blanket | L | Adrienne |
| | | | Buckets of Water | L | Adrienne |
| During event | Volunteers | Lighting up fire | One person responsible | L | David Mead |
| | | | No children unaccompanied by adult and dogs on leads | L | |
| | | | Paper/domestic fire lighters only | L | |
| | | | Ignite in 2/3 places | L | |
| | | | Clothing (strong/low flammable outer clothing/strong boots) | L | |
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|--------------|----------------------|----------------|---|------------------|--|
| During Event | Volunteers Public | General safety | Carry torches Identifiable Marshalls in hi-viz jackets at suitable intervals around fire with mobile phone | L | Geoff to ensure all volunteers are identifiable |
| | | First aid | Presence of First Aiders Eric Buckmaster | M | Eric |
| | | Fire safety | Monitor wind Change in weather Crowd disturbance Evacuation procedures | L L L M | Dave Geoff, Eric and Steve |
| After Event | Volunteers | | Fully Extinguished | M | Barrie and Adrienne |

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|---------------------|------------|---|--|-------------|--|
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| Refreshments | | | | | |
| Prior to event | Volunteers | Urn Gas Gas Lamps Gas Stoves | Safe site Correct connection Heat hazard | L L M | Ruth Buckmaster Eric Eric |
| During event | Public | Food/Drink Apple Juice | Hygienic preparation Hygienic presentation | L L | Ruth |
| After Event | Volunteers | Clear up | Residues and refuse | M | |
| Site Safety | | | | | |
| Prior to event | Volunteers | Uneven ground | Ensure adequate lighting Wood chip / straw on any slippery areas | L | Dave Mead |
| During event | Public | Low branches Uneven Ground Trip hazards (tree stumps in Orchard) | Ensure adequate lighting | L M | Dave |

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|-------------------------------------|------------|-------------------------------|---|------------|---|
| After Event | Volunteers | Gazebos Site clearance | Ensure adequate lighting Ensure gazebos properly erected and secured Remove all materials | L M | Colin, James |
| Electrical Prior to event | Volunteers | Generator | Correct fuel Shielded from public | L L | Dave, Barrie |
| During event | Public | Installation of Lights | Use of access equipment Use electrical connectors rated for outdoor use. | L L | |
| After Event | Volunteers | Site clearance | Keep electrical wiring away from the public | M | |
| After Event | Volunteers | Site clearance | Remove all materials and equipment | M | |
| Entertainers During event | Public | Animals | Dogs must be on a lead Children must be accompanied by adult | L | Marshalls Geoff, Eric, Steve, Colin, James |

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|--|------------|---------------|--|---|-------------|
| | Performers | Communication | Designated officer to brief Zoe Dedman and Ukelele Band (Val Foster) | L | Ruth |
|--|------------|---------------|--|---|-------------|