

## RIVERS HERITAGE SITE & ORCHARD – WASSAIL EVENT 14 JANUARY 2023

Hazard and Risk	People at risk	Activity/Topic	Our Controls	Risk Level H/M/L	Target date & by whom
<b>Bonfire in Fire Pit</b> Prior to event           During event	Volunteers	Fire Brigade Insurance   Position of fire Location Construction	Notify by e-mail Public Liability Insurance   Building fire Sited in clear and unenclosed space No flammable materials close Clear space Fire blanket Buckets of Water	L L    L L	Eric Eric   Dave Mead     Adrienne Adrienne
	Volunteers	Lighting up fire	One person responsible No children unaccompanied by adult and dogs on leads Paper/domestic fire lighters only Ignite in 2/3 places Clothing (strong/low flammable outer clothing/strong boots)	L L L  L  L	David Mead

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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	<b>Geoff to ensure all volunteers are identifiable</b>
		First aid	Presence of First Aiders Eric, Rob Richardson (if present), Geoff. Robinne prior to event only	M	<b>Eric</b>
		Fire safety	Monitor wind Change in weather Crowd disturbance Evacuation procedures	M  L M	<b>Dave</b>  <b>Geoff to instruct volunteers and Geoff, Steve R, Colin and Eric to marshal</b>
After Event	Volunteers		Fully Extinguished	M	<b>Barrie and Adrienne</b>
<b>Refreshments</b>					

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Prior to event	Volunteers	Urn Gas Gas Stoves Gas Lamps	Safe site Correct connection Heat hazard	L L M M	<b>Ruth</b> <b>Eric, Barrie</b> <b>Eric, Barrie</b> <b>Dave, Barrie</b>
During event	Public	Food/Drink	Hygienic preparation Hygienic presentation	L L	<b>Ruth</b>
After Event	Volunteers	Clear up	Residues and refuse	M	<b>All Volunteers.</b> <b>Ruth final inspection</b>
<b>Site Safety</b> Prior to event	Volunteers	Uneven ground Crossing bridge to and from Orchard  Gazebos	Ensure adequate lighting Ensure adequate lighting Wood chip / straw on any slippery areas Ensure properly erected and secured	L L  M	<b>Dave Mead</b> <b>Adrienne</b> <b>Adrienne</b>  <b>Colin and Steve R</b>
During event	Public Volunteers	Low branches Uneven Ground Trip hazards (tree stumps in Orchard) Gazebos	Ensure adequate lighting Ensure adequate lighting  Ensure gazebos remain properly secured and guys	L L M  M	<b>Dave, Barrie and</b> <b>Adrienne</b>   <b>Colin and Steve R</b>

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		Crossing bridge to and from Orchard during Wassail Ceremony	no trip hazard Ensure adequate lighting Marshal public to and from during Ceremony	M	<b>Lanier and Steve K</b>
After Event	Volunteers	Site clearance	Remove all materials	M	<b>All Volunteers Adrienne will do final inspection</b>
<b>Electrical</b> Prior to event	Volunteers	Generator	Correct fuel Shielded from public	L L	<b>Dave, Barrie</b>
During event	Public	Installation of Lights	Use of access equipment Use electrical connectors rated for outdoor use.	L L	
After Event	Volunteers	Site clearance	Remove all materials and equipment	M	
<b>Entertainers</b> During event	Public	Animals	Dogs must be on a lead	L	<b>Marshalls Geoff,</b>

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	Performers	Communication	Children must be accompanied by adult  Designated officer to brief Zoe Dedman and Music Band (Val Foster)	L	<b>Eric, Steve R, Colin, Lanier and Steve K</b>  <b>Ruth</b>
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