

RISK ASSESSMENT FORM

Location: **Sutton Town Hall**

Event: **Talent Show**

Date: **1st February 2024, 10 – 2pm**

Sport: **Various Talent Acts**

H – High, M – Medium, L - Low

IDENTIFY HAZARD	WHO MIGHT BE HARMED		LIST ANY CONTROLS	ADDITIONAL CONTROLS	
Look for hazards, which you could reasonably expect to result in harm under the conditions at the workplace. e.g. Slips/Trips, Fire, Electricity, Dust, Noise, Chemicals, Moving Parts, Vehicles, Fumes, Low Temp, Manual Handling	Do not list individuals, identify groups. E.g. Members of the public. Pay extra attention to: - Inexperienced Staff, Staff with disabilities and Visitors.	H M L	List any precautions that are in place	List any additional controls that may be used to improve those that are in use at present: - Remove the risk completely, add additional guarding, reduce the exposure time, substitute the task, PPE as a last resort.	H M L
Slippery floor / stage (especially when wet)	Participants and Staff	M	Clean / mop floor	Cleaners and organisers to make sure stage and floor is clean and clear.	L
Walking down the stairs	Participants and staff	M	Ensure court area is kept clear of at all times	Staff awareness, health and safety briefing at the beginning of the show	L
Injury during performance	Participants and Staff	M	Briefing about moving safety. First aid kit available on site and accident book to be completed.	Mark clear areas where non performing acts can sit.	L
Medical condition not disclosed or Participant not aware of.	Participants	M	Questioning/Briefing of Participants	Staff awareness	L
Participants wearing large earrings, rings, chains, long necklaces and bracelets	Participants	M	. Briefing of participants	Remove any offending items	

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Inappropriate clothing and/or footwear of Participants.	Participants	L	Briefing of Participants. It is preferable that participants are wearing a loose fitting top/"T" shirt, loose fitting trousers/tracksuit trousers and non marking training shoes.		L
Because of the large number of participants there is a risk of contact between participants	Participants and Staff	H	Clearly defined rules whilst playing.	Sufficient Coach/Helper/participant ratio. Contact details for all school leads.	M
Control of participants	Participants	M	Ensure all participants know where the toilet is and that they go at an appropriate time.	Safety briefing	
Hand gel supplied to all schools.	Participants and Staff	M	Hand gel given out at each event and schools encouraged to use this.		

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Signed: Helen Tonks

Date: 05/09/2023