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| **What are the hazards?** | **Who might be harmed and how?** | **What are you already doing?** | **Do you need to do anything else to control this risk?** | **Action by who?** | **Action by when?** |
| **Slips and trips** | * All are at risk from uneven ground. | * Sturdy shoes whilst setting up will minimalize risks of a S, T of F. | * Continue in the safe practices that are already being adhered to. | All | From 06/09/22 |
| **Manual Handling.** | * Unloading/Loading heavy trailers and lifting heavy kit. | * Ensure that the correct manual handling techniques are used at all times. * Using lifting equipment suitable for work undertaking where possible | * Continue in the safe practices that are already being adhered to. | All | From 06/09/22 |
| **Noise** | * During times that anyone will come into direct contact from loud, or continuous noise, long term hearing loss could happen. | * All personnel are to assess whether they are going to be in a noisy area for a long period of time and then to make a judgement of what measures they should take to guard themselves from the noise. * Quiet running generators | * Continue wearing the correct PPE. * PPE should be the last measure of control, look to remove loud noise where possible. | All | From 06/09/22 |
| **Safeguarding Young People and Vulnerable Adults.** | * Any Young Person and/or Vulnerable Adults could be at risk from people not following the correct POR. i.e Yellow Card | * All on site personnel are to have a valid DBS, and any contractors /helpers who are visiting site during camp are not to be left alone with a YP * Yellow card issued to all Adult Leaders and staff when registering on camp for the event | * Camp Admin to ensure all adults have a DBS prior to event via Event Registration system and Adult Event Lead to check and notify system prior to the event * DBS Checked adults on site to have different coloured wristband to adults attending for day only where no DBS in place. * Zone staff to question all adults entering Zone and request to see event wristband | * Event Adult Lead * All Event Staff * Zone Staff | From 06/09/22 |
| **Moving blades and mechanisms** | * Risks of cuts to hands and fingers, also, entrapment of hands or feet within working blades. | * Never operate with the guards out of place, never place hands in to the danger zone, within the cutting cylinder or bottom blade. * Ensure hands are never put in the area between transport locks or cutting units. * If cylinder ever becomes blocked, use a stick, or similar to clear blockage – never hands, feed or other body parts. | Continue with the best practices. | Operators | From 06/09/22 |
| **Generators and Fuel** | * Injury from operation | * Generators to be kept out of way of main site traffic and persons. * Generators to be clearly demarked and access restricted / fenced * Operation by experienced persons only. * Fuel to be stored in appropriate container and only sufficient quantities needed * Fire Extinguishers in place near generator and in easy reach at all times | * Turn off and isolate when not required. * Treat as hazard and continue with precautions. * Where appropriate arrange use of camp store * Spill kit on site in case of fuel /oil spillage * Not to be running past 10:30pm on site and before 7:00am as quiet times on site. | * Fairy Staff * Aubrey Townsend * Jonathan Greer | From 06/09/22 |
| **On site traffic** | * Traffic injuries from vehicles on site. | * Deliveries and set up to be mostly achieved before event commences. * Vehicles generally not permitted beyond parking areas except for agreed deliveries and collections. * Pedestrian and vehicle route to site mostly separate. * Vehicles on site during event limited to First Aid vehicles for use in emergency and only essential Fairy service traffic at max. 5 mph with yellow flashing lights at all times (not hazard lights). * Site clearance overseen by Fairies and core team on Sunday. | * Follow practices stated and generally minimise traffic on activity and camping site. * Emergency vehicles to use emergency vehicle routes at all times and banksmen min. front and rear at all times when in designated camping area of the site. | * Fairy Team * Adult Event Staff as welcoming Team | From 06/09/22 |
| **Traffic Control to site** | * Vehicle drivers and pedestrians on site | * One way system to site to be controlled by Fairy Event staff * Coordination of traffic to site along ‘ONE WAY ROADWAY ENTRANCE’ by radio control between both ends of the roadway. * Vehicles will be stopped from entering whilst vehicles exit the site and vice-versa. * Vehicles to be parked and made stationary as quickly as possible on site and segregation of pedestrians from vehicles to be clear. * Marshalls to restrict pedestrian movement in this area * Max. speed limit for site 5 mph | * Warning signage at site entrance / exit * Torch battens for use at night * Hi-visibility jackets on all staff manning car-parking and vehicle movements * Site speed limit * Designated welcome Team adults to approach vehicles when stopped and highlight dangers and routes to registration |  | From 06/09/22 |
| **Fires on site** | * All in area of fire / buildings | * Fire Extinguishers / bucket of water at fire point * Use Altar fires only |  | * All Adults & event set-up Team | From 06/09/22 |
| **Camping overnight pre-event** | * All Adults on site | * No Young People / Vulnerable Adults on site pre-event overnight * No DBS required | * Check in with Horley Site Management on arrival | * All Adults & event set-up Team | From 06/09/22 |
| **Marquee installation** | * All adults on site & contractors | * Use Contractors RA | * Ensure safe working set up for contractor and no event staff enter this area until safe to do so instruction from Contractor | * Contractor | From 06/09/22 |