



Lincolnshire Event Safety Partnership

..... safe events across the county

Event Risk Assessment

Charity Car Boot Sales

March to
October 2019




PREPARING FOR EMERGENCIES
WHAT YOU NEED TO KNOW

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EVENT RISK ASSESSMENT TEMPLATE

	<p>Tenancy Dates: Sunday (Car Boot Sale Organisers to please complete)</p> <p>Opening of Car Boot Sale: 8.00am</p> <p>Break down: From 1.00pm</p>	<p>Venue: Eastgate Car Park, Sleaford, Lincs.</p>
<p>Risk assessment undertaken by (charity name and persons applying for the Car Boot Sale(s):</p> <p>Signed:</p> <p>Date:</p>	<p>Distribution:</p> <ul style="list-style-type: none">• Sleaford Town Council• Car Boot Sale Organisers	

Scope of Risk Assessment:

This assessment covers Sunday (from 8.00am to 1.00pm).

Visitor Profile:

- All ages
- Alcohol consumption very low
- Low likelihood of drug misuse
- Approximately 20% Children (persons under 14 years)
- 5% Disabled/new and expectant mothers (estimate only)
- Busiest time 8.00am to 11.00am

Event Profile:

Visitor capacity at any one time:

Up to 100.

Details of event:

A Car Boot Sale with people selling their wares from their cars and tables (that they provide).

Extent to which the event is likely to be vulnerable to terrorist attack or protest?

This is a provincial event, which currently does not have a reputation for problems. Despite the presence of local Military Bases, it is felt that the risk of terrorist attack or protest is low.

Hazard	Consequences	Who is at Risk	P x S = R	Controls	PxS=R	Action Level
Identify Hazards Identify hazards in the halls/rooms and on the perimeter roads that could reasonably be expected to result in significant harm	What could result from the hazard? First aid injury – minor cuts sprains, bruises RIDDOR 3 day injury – broken fingers, toes, sprained tendons or muscles, illness (tiredness, stress, gastric) Serious injury – head injury, loss of consciousness, broken bones, dislocations, respiratory problems. Usually an injury from which full recovery is possible. Death or very serious injury to one person - loss of limb, paralysis or life changing injury from which full recovery is unlikely. Death or very serious injury to more than one person	Who might be harmed? <ul style="list-style-type: none"> Charity volunteers Visitors Sellers Disabled people Children New and expectant mothers Elderly visitors 	Risk P = Probability S = Severity R = Risk level $P \times S = R$	Is the risk adequately controlled? Consider hierarchy of controls <ul style="list-style-type: none"> Eliminate Substitute Reduce Isolate Control PPE Discipline Do the controls..... Meet legal requirements? Represent best practice? Reduce risk as far as is reasonably practicable? Comply with industry standards?	What is the Residual Risk? Action Level H = High, Immediate action required M = Medium, Justify and review each event day L = Low, no further action required See table in footer	

Hazard	Consequences	Who is at Risk	P	S	R	Controls	P	S	R	Action Level
Medical Conditions	Injury due to Medical Condition i.e. Asthma, Heart complaint	All, but mostly middle to older aged persons	2	3	6 M	Sellers and members of the public would retain control of their own medication.	1	1	1 L	LOW
Persons being injured	Weather related injury	All	4	3	1 2 H	Roads and pathways to be checked for snow, ice or water hazards, and public to kept clear from such risks. ONGOING – EVENT DURATION	1	1	1 L	LOW
	Risk of electrocution	All	2	3	6 M	All cables to be kept clear of pedestrians. All stall holders to ensure safe layout of their pitches, and to be in trading in compliance with legislation ONGOING - EVENT DURATION	1	1	1 L	LOW
	Injury from thrown objects, and other injuries as a result of a Public disturbance.	All	2	2	4 L	Car Boot Sale Organisers should be alert to the possibility of items being thrown by members of the public.	1	1	1 L	LOW

Probability (P)	Severity (S)	Calculation of Risk (R)					Action Level	
5 >Almost inevitable	5-Multi death or very serious injury	Prob 5	5.M	10.H	15.H	20.H	25.H	LOW – no action required
4 Very likely	4-Single death or very serious injury	4	4.L	8.H	12.H	16.H	20.H	
3 Likely	3-Serious injury	3	3.L	6.M	9.H	12.H	15.H	MED – justify /review for each event day
2 Unlikely	2-RIDDOR 3 day	2	2.L	4.L	6.M	8.H	10.H	
1 <Very unlikely	1-Minor/First Aid	1	1.L	2.L	3.L	4.L	5.M	HIGH –immediate action/ further controls needed
			1	2	3	4	5	
			Severity					

	Injury by traffic	All	2	2	4 L	All pedestrian areas to be protected by barriers to separate them from vehicular traffic. Barriers will be supervised by the Car Boot Sale organisers, so that emergency vehicles can gain access if required.	1	1	1 L	LOW
High numbers of people in a confined area.	Fall or crush injuries	All	2	3	6 M	Car Boot Sale Organisers to monitor crowd density, and prevent/guide people away from potential hazards. The organisers to make sure that all sellers have their wares set out appropriately, to minimise any injury risk. ONGOING – EVENT DURATION	1	1	1 L	LOW

Probability (P)	Severity (S)	Calculation of Risk (R)					Action Level	
5 >Almost inevitable 4 Very likely 3 Likely 2 Unlikely 1 <Very unlikely	5-Multi death or very serious injury 4-Single death or very serious injury 3-Serious injury 2-RIDDOR 3 day 1-Minor/First Aid	Prob 5	5.M	10.H	15.H	20.H	25.H	LOW – no action required
		4	4.L	8.H	12.H	16.H	20.H	
		3	3.L	6.M	9.H	12.H	15.H	MED – justify /review for each event day
		2	2.L	4.L	6.M	8.H	10.H	
		1	1.L	2.L	3.L	4.L	5.M	
			1	2	3	4	5	HIGH –immediate action/ further controls needed
			Severity					

Risks to be monitored throughout the event as follows:

Hazard	Monitored by	Frequency
Crowd density	Car Boot Sale Organisers	Continuous
Cables	Car Boot Sale Organisers	Hourly
Fire risks (rubbish build up etc.)	Car Boot Sale Organisers	Half hourly
Weather	Car Boot Sale Organisers	Day before event and continuously throughout event
Weather related hazards	Car Boot Sale Organisers	Continuously when hazards are likely to exist