

## RISK ASSESSMENT FOR CLUB STAND AT SHOW

**Risk Assessment for:**

**Number of vehicles:**

**Date(s)**

NOTE: Assessment should be updated daily if changes occur

**Weather Conditions**

### SITE

Is the ground even and flat?	Yes	No
Are measures in place to ensure club caravan is secure?	Yes	No
Are trip hazards removed or made as visible as possible e.g.guy ropes	Yes	No

If NO record what you have done about it? Use extra paper as reqd.

### VEHICLES

Are vehicle movements on the stand controlled?	Yes	No
Are vehicle movements to and from the stand controlled?	Yes	No
Are vehicles on the stand free from sharp edges? Eg damaged body work	Yes	No
Do the vehicles have sound fuel tanks?	Yes	No
Are the vehicles free of leaks which may cause a slip hazard? (more significant for internal shows)	Yes	No
Do the vehicles on display have valid tax, Insurance & MOT?	Yes	No

If NO record what you have done about it? Use extra paper as reqd.

Confirm you have read the club Health & Safety policy and will uphold it

Confirm that you have read the generic risk assessment and comply with the actions to minimise risk.

### CLUB SHOP

Are all tables, signage etc, free from risk of collapse?	Yes	No
Are all small items which may be a choking hazard to children, secured?	Yes	No
Is the stand free of chemicals that could present a hazard?	Yes	No
Are health and safety data sheets available immediately for all chemicals sold.	Yes	No

If NO record what you have done about it? Use extra paper as reqd.

**FIRE RISK**

Are there suitable exit points from the stand in the event of an evacuation	Yes	No
Are designated exit points free from obstruction?	Yes	No
Is a fire blanket available in the club caravan?	Yes	No
Is there a secondary means of escape from the caravan in the event of a door being blocked.	Yes	No

If NO record what you have done about it? Use extra paper as reqd.

**WORKING EXHIBITS**

Are there PTO driven equipment, winches or off road driving exhibits as part of the display? Y/N

If YES contact Health & Safety advisor as an individual risk assessment will be needed.

**Record any incidents or actions taken during the event.**

**Pre-event assessment carried out by** \_\_\_\_\_ **on** \_\_\_\_\_ **Signed** \_\_\_\_\_

**Event notes completed by** \_\_\_\_\_ **on** \_\_\_\_\_ **Signed** \_\_\_\_\_