

Risk Assessment for activities at Nuneaton Community Carnival Gala 2025

			Score		
Hazard	To whom	Control Measures	Likelihood to harm		Severity of harm
Stalls or objects falling onto crowd	Public (P) Staff (S) Exhibitors (E) Others (O)	Stallholders check stalls at all times for obvious problems, particularly if weather conditions poor. Place large/ unstable or potentially dangerous objects to rear of stall or remove completely. Stallholders check tables/ gazebos/ goods for stability.	Rare		Minor
			Unlikely		Moderate
			Possible		Significant
			Likely		Serious
			Almost certain		Major
			Score		
Hazard	To whom	Control Measures	Likelihood to harm		Severity of harm
Catering Food Poisoning	P,S,E,O	All caterers to have Food Hygiene Certificates and Public Liability Insurance (copies provided to organisers with application) and also on display to be checked beforehand. If this is not possible they will be asked to leave the site.	Rare		Minor
			Unlikely		Moderate
			Possible		Significant
			Likely		Serious
			Almost certain		Major
			Score		
Hazard	To whom	Control Measures	Likelihood to harm		Severity of harm
Vehicle striking stationary objects or people on field	P,S,E,O	Clear field of vehicles while field officially open to public. Allowed vehicles (disabled stallholders only) to be parked stationary in identified area, with engines off. All vehicle movement on Gala Field before 12:00 Hrs and after 17:00 Hrs unless otherwise specified.	Rare		Minor
			Unlikely		Moderate
			Possible		Significant
			Likely		Serious
			Almost certain		Major
			Score		
Hazard	To whom	Control Measures	Likelihood to harm		Severity of harm
Unloading vehicle carrying equipment to venue, and setting up stall	S,E	Park adjacent to stall with other stallholders in mind. Carry only what you are capable of. Ask for the assistance of others. Ensure table can support weight. Clearly mark any loose cables, ropes and obstructions. Remove vehicle to off-site parking before 12:00 Hrs.	Rare		Minor
			Unlikely		Moderate
			Possible		Significant
			Likely		Serious
			Almost certain		Major
			Score		
Hazard	To whom	Control Measures	Likelihood to harm		Severity of harm
Injuries from holes, fixtures and location items	P,S,E,O	On arrival at venue familiarise yourself with emergency procedures and exits. Be aware of additional risks from slippery ground, guide ropes and gazebo poles. Keep boxes and belongings under tables safely.	Rare		Minor
			Unlikely		Moderate
			Possible		Significant
			Likely		Serious
			Almost certain		Major
			Score		
Hazard	To whom	Control Measures	Likelihood to harm		Severity of harm
Receipt and collection of cash and cheques. Assault by robbers resulting in injury or mental trauma.	S,E	All monies/cheques received from the public to be put in safe container, as soon as practicable, keeping only small amounts visible to the public.. Where large amounts are envisaged, measures should be taken to periodically remove notes off-site for safe keeping.	Rare		Minor
			Unlikely		Moderate
			Possible		Significant
			Likely		Serious
			Almost certain		Major

			Score		
Hazard	To whom	Control Measures	Likelihood to harm		Severity of harm
Fire Generators Cooking Equipment	P,S,E,O	Check fire prevention equipment (CO2 extinguisher/ Fire Blanket) is present and kept close to generators where applicable. Ask Marshalls for advice if unsure. Catering stalls with cooking facilities to have fire extinguishers and blankets	Rare		Minor
			Unlikely		Moderate
			Possible		Significant
			Likely		Serious
			Almost certain		Major
			Score		
Hazard	To whom	Control Measures	Likelihood to harm		Severity of harm
Heat exhaustion -standing all day (with or without fancy dress)	S,E	Ensure plenty of (free) fluids available. Wear a hat if sunny or hot. Stall is sufficiently manned to take breaks/ sit down and have a drink & something to eat. Location of First Aid area and toilet/ facilities known by all stallholders	Rare		Minor
			Unlikely		Moderate
			Possible		Significant
			Likely		Serious
			Almost certain		Major
			Score		
Hazard	To whom	Control Measures	Likelihood to harm		Severity of harm
Animals -Loose on site, affecting performers and public safety. Public bitten during petting of animals.	P,S,E,O	Only reputable organisations with appropriate training and experience can keep and show animals on the Gala Field. (By previous arrangement only). Ensure animals used to crowds and Gala Field settings, and are suitable for access to children.	Rare		Minor
			Unlikely		Moderate
			Possible		Significant
			Likely		Serious
			Almost certain		Major
			Score		
Hazard	To whom	Control Measures	Likelihood to harm		Severity of harm
Lost Children.	P,S,E,O	Keep child (or reporting parent) close to stall area and inform PA system immediately. A Marshall (Identified by green tabard) will take the child to the PA control area in the first instance. and then taken to HQ (Boy's Club) to be cared for by designated Marshall.	Rare		Minor
			Unlikely		Moderate
			Possible		Significant
			Likely		Serious
			Almost certain		Major
			Score		
Hazard	To whom	Control Measures	Likelihood to harm		Severity of harm
Fire.	All	<p>All Food Stalls have the relevant fire extinguishers.</p> <p>All Food and Trade stalls have the Gala Field Guide which has the fire evacuation plan included.</p> <p>All Gala Staff and Security have radios so our instant contact with each other.</p> <p>All Stewards will be briefed prior to the event and will have Martin/Ian contact in the event of fire being discovered.</p>	Rare		Minor
			Unlikely		Moderate
			Possible		Significant
			Likely		Serious
			Almost certain		Major
			Score		
Declaration-			Signature:		
<p>I (We) the undersigned identify that the above risk assessment is appropriate for the stall that I have requested at Nuneaton Community Carnival Gala on Sunday 24th August 2025. I agree to abide by all the control measures I have identified, and to make further controls for risks not identified above, or as determined later by me in respect of the activities I am planning to undertake at this event. If the generic risk assessment is not fully appropriate for the stall based activity proposed, I (We) have made appropriate amendments, or provided a full risk assessment of my own.</p> <p>I (We) take full responsibility for identifying and controlling any risks arising from my proposed activity, and for any incident or loss arising, under any circumstances, from our activities at the event.</p>			<p>Date:</p>		