

Blackmore Vale Lions Club : Christmas Float Risk Assessment Form

Date: 26 TH NOV 2014	Assessed by: Peter Oswick BVLions		Location: Blackmore Vale	Assessment ref no : 106	SHEET NO:1 OF 1
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Activity	Who is at Risk and How	Hazard	Level of Risk S L	Measures to control risk			Controlled Level of Risk			
Overall activity : Preparing float for use and Storing after use.										
Lifting generator and supplies	Individual Lions member	Individual Lions member	Injury caused by incorrect lifting	3	2	6	Individual responsibility for personal ability to undertake the task. Correct technique to be used to lift moderately weighty	1	2	3
Fuelling Generator	Individual Lions member	Individual Lions member	Fire risk Health hazard From petrol	3	3	9	Generator must be stopped when refuelling and this must be undertaken at a safe distance from both the float and towing	3	1	4
Starting generator			Physical Injury	1	1	1	Small risk attached to pulling the starter cord of the generator. Care to be taken by the individual.	1	1	1
Float electrical services	Individual Lions member	Individual Lions member	Electrical Shock	1	1	1	The generator used to power the lighting and ancillary services on the float supplies electrical power at 240v. The	2	1	2
Hitching/Unhitching Float to Towing vehicle	Driver team leader	Driver team leader	Physical Injury Damage to float	2	2	4	Individual must have knowledge of and training in the proper methods associated with hitching and unhitching a trailer from	3	1	3
Tow Vehicle/ Float road safety Checks	Driver team leader	Driver team leader	Vehicle / Float Combination Unsafe to	3	2	6	Vehicle and float safety checks are essential to ensure compliance with road safety requirements and to ensure that			

(S) Severity = 1-4

(L) Likelihood = 1-4 (R) Risk = S x L

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Activity	Who is at Risk and How	Hazard	Level of Risk S L	Measures to control risk			Controlled Level of Risk
Overall Activity : Driving the Float							
Open road driving	Driver, Passengers Other road users	General hazards associated with driving. Extra hazards related to towing a trailer	4	2	8	Vehicle/float combination not to exceed 30m.p.h. on open roads. Driver to take additional care whilst undertaking this task and to be aware that the float is an abnormal trailer, likely does not handle as easily as a normal	4 1 4
Driving and manoeuvring at slow speed and in confined spaces.	Driver, Passenger (Father Xmas), Other road users Pedestrians. Personal injury	Abnormal Vehicle. Extra Lighting limits Visibility. Difficulty manoeuvring in Confined spaces	3	3	9	Drivers to be aware of additional hazard created by the unusual trailer. If necessary driver should reconnoitre sections of the route before proceeding and must ask for and receive external assistance, particularly when	2 2 4
Travelling in Float (Father Christmas)	Father Christmas Other passengers	Personal injury	3	2	6	Drivers must be aware that there are no safety belts on the Float and must not exceed 15m.p.h. when Father Xmas is on the float. The float must not move with anyone other than	3 1 3
						SPECIAL NOTE UNDER NO CIRCUMSTANCES SHOULD PASSENGERS BE CARRIED ON THE FLOAT ONLY FATHER XMAS IS ALLOWED	

Activity	Who is at Risk and How	Hazard	Level of Risk S L	Measures to control risk			Controlled Level of Risk			
	Team Leading	All	Allowing helpers to act outside The guidelines that have been	4	2	8	Team leaders must make collectors aware of the detail of the separate document " notes for volunteercollectors" dated 25 th	3	1	4

(S) Severity = 1-4 (L) Likelihood = 1-4 (R) Risk = S x L
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Activity	Who is at Risk and How	Hazard	Level of Risk S L	Measures to control risk			Controlled Level of Risk			
Overall Task : Collecting Money										
Walking from House to House	Collectors	Inclement weather Unlit roads and paths Trip Hazards		2	2	4	Collectors must ensure they are properly dressed for the weather conditions likely to be met during December. BVL to	2	1	2
Collecting from houses	Collectors	Abuse/ assaults Dogs		2	1	2	Physical assaults are most unlikely, but some degree of animosity may be occasionally experienced. Equally attacks	1	1	1

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(S) Severity = 1-4 (L) Likelihood = 1-4 (R) Risk = S x L Blackmore Vale Lions Club : Christmas

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Activity	Who is at Risk and How	Hazard	Level of Risk S L	Measures to control risk						Controlled Level of Risk		
Overall Activity : Use of the Float												
Sitting in Float	BVL member Acting as Father Christmas	Inclement weather : the main risk is due to low temperature		2	2	4	Individual need to ensure that he is wearing plenty of warm clothing appropriate to sitting in the open for 2 to 3 hours in	2	1	2		
Passenger in Float When travelling from site to site	BVL member Acting as Father Christmas	Personal injury from falling as float is in motion		3	2	6	Hand holds are provided in the float and must be used. Only Father Xmas is allowed on the moving float. 15mph is the maximum speed when moving with Father	3	1	3		

Activity	Who is at Risk and How	Hazard	Level of Risk		Measures to control risk			Controlled Level of Risk		
			S	L						
Entry and Exit to Float	BVL member Acting as Father Christmas Members of ..	Access step onto the Float Major change in lighting levels between float and ..	2	2	4	Handholds are provided at the entry point to the float, However the public may not see see these. A BVL member must be on hand at all times to help.	2	1	2	
Dealing with Members of the public	BVL member Acting as Father Christmas Other BVL	Abuse / assault	1	1	1	Most unlikely occurrence. BVL members and our helpers just need to be aware of the slight risk	1	1	1	
RECORD OF INCIDENT						A RECORD OF ANY INDIVIDUALS ACCIDENT SHOULD BE REPORTED IN THE BVLIONS ACCIDENT REPORT BOOK WHICH WILL BE IN THE VEHICLE.ANY VEHICLE ACCIDENT TO BE REPORTED				

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