Appendix 1: Risk Assessment.

Trail Risk Assessment

	Tenancy Dates: Build up: Event Open: Break down:	Venues:
Event Organiser:	Risk assessment undertaken by:	Distribution:
	Signed: Date:	

Scope of Risk Assessment

Narnia Trail. Children's artwork (from church's clubs) will be placed around X paths. This artwork will describe the Narnia story, and include a QR code for visitors to scan. These will be put up on DATE and will be taken down on DATE

Visitor Profile

- Age range: All ages.
- Anticipated gender split: The usual split of park users.
- Alcohol consumption: None.
- Likelihood of some drug use: None.
- % Children: The usual split of park users.
- % Disabled / new and expectant mothers: The usual split of park users.

- Busiest times: Potentially School Holidays.
- Average attendance: Number participants here. Number spectators here: The usual number of Park users. Number staff here: 0

Hazard	Consequences	Who is at Risk	P	S	R	Controls	P	S	R	AL
Look only for hazards which you could reasonably expect to result in significant harm. Use the following examples as a guide:- ● Slipping/tripping hazards ● Noise ● Electricity ● Gas ● Fumes ● Fire ● Vehicles ● Chemicals ● Moving parts of machinery ● Manual Handling ● Work at height ● Ejection of materials ● Poor lighting ● Affects of bad weather	List the potential impact of the risk to people and the event	There is no need to list individuals by name - just think about groups of people who might be affected e.g.:- ● Participants ● Performers ● Stewards ● Children ● Elderly ● Disabled ● Pregnant/Nursing women ● Members of the public				Have you already taken precautions against the risks from the hazards you listed, for example have you provided:- ● Adequate information, instruction or training? ● Adequate safe systems or procedures? Do the Precautions:- ● Meet the standards set by a legal requirement? ● Comply with a recognised standard? ● Represent a good practice? ● Reduce risk as far as reasonably practicable? If so, then the risks are adequately controlled, but you need to indicate the precautions you have in place. You may refer to procedures, manuals, etc. giving this information.				What more could you reasonably do for those risks which you found were not adequately controlled? Priority should be given to those risks which affect large numbers of people and/or could result in serious harm. Apply the principles below when taking further action, if possible in the following order:- ● Remove the risk completely ● Try a less risky option ● Prevent access to the hazard (e.g. by guarding) ● Put procedures in place to reduce exposure to the hazard Issue personal protective equipment
People congregate around displays without social distance.	Corona Virus could be transmitted.	All park users.	2	3	6	The Narnia Trail is outside, reducing the risk of transmission. The park already has some social distance signs. On the QR code, (that takes you to our website) users are reminded to social distance and not touch the displays.	1	3	3	
Hidden away or unlit location for displays.	People could be vulnerable to getting lost, feel vulnerable or fall where there is	All park users.	2	3	6	Displays are only placed on proper paths and are easy to find. The park does not open in the evening or night.	1	3	3	

Hazard	Risk	Who might be harmed				Control measures				
	not good lighting if walking the trail in the evening					Ensure the guiding map is accurate, with all the locations clearly marked. Parents are encouraged to accompany their children.				
Uneven ground	Tripping	All Park users	4	3	12	Displays are only placed on proper paths where there are less trip hazards. e.g. tree roots.	2	3	6	
Phytopthora disease in the area. (Woodland only)	*Risk of spreading the disease to other trees, or forests.*	*All Park users*	3	2	6	*Displays are only placed on proper paths that discourage anyone leaving the surfaced areas for any reason.*	2	2	4	
Setting up the trail.	Personal injury, e.g. heavy lifting, tripping.	Volunteers setting up the trail.	2	3	6	Volunteers will not work alone. Volunteers will be taught how to lift safely. Being careful when setting up.	1	3	3	
High winds or adverse weather	Damage to the displays, that potentially could harm park users. Display falling on park user.	All Park users	3	2	6	Insuring that all displays are tied down securely. Three times a week (Tuesday, Thursday and Sunday) a volunteer will check all displays of the trail, to ensure that they are safe and intact. Report to X and repare damage.	2	2	4	

Risks to be monitored during event

Hazard	Monitored by	Frequency	Responsible
As above.	As above.	As above.	Name - Phone number