### **Risk Assessment Form**

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| CENTRE:  Upper Thames | **RISK ASSESSMENT FORM** | ACTIVITY:  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Assessment by: | Rally Organiser: | Date: |

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| **What is the hazard?** | **Who might be harmed and how?** | **What are you already doing, i.e. Control measures?** | **Do you need to do anything else to reduce/manage risk, i.e. additional Control measures?** | **Action by** | **Residual Risk (L, M, H, VH)** |
| *Vehicle movement* | *Rally Marshals injured when directing traffic*  *Ralliers struck by moving vehicle on site* | *Vehicle movement restricted to 5 mph, per Centre Guidance/walking pace*  *Ralliers to arrive in daylight hours - if possible*  *Vehicle movement restricted to 5 mph , per Centre Guidance/walking pace* | *Monitor weather & ground conditions to restrict vehicle movement.*  *Marshals to wear hi-vis vests.*  *Consider lighting - use torches*  *Restrict vehicle movement in inclement conditions.*  *Vehicles parked in separate area.* | *Rally Marshal/*  *Officer*  *Rally Marshal/*  *Officer*  *Rally Marshal/*  *Officer* | *L*  *L*  *L* |
| *Fire Risk* | *Ralliers & persons on site Buildings and hedges* | *Layout of site in line with Centre Guidance and pitch spacing guidelines, see Annex 3E in the Centre Guidance. Fire Buckets in front of units if Centre’s Rules stipulate* | *Ensure that BBQ’s are being managed safely. Ensure that all exits can be opened and accesses for emergency services are kept clear* | *Rally Marshal/*  *Officer* | *L* |
| *Uneven rally site surfaces* | *Ralliers, vehicles & persons on site* | *Where major uneven surfaces are identified by Rally Marshal/Officer, these should be clearly identified and marked with hazard tape* | *No* | *Rally Marshal/*  *Officer* | *L* |
| *Activities – teas and coffees* | *Ralliers & persons on site* | *Hot urns/water to be located away from main gathering and monitored, use of barriers or hot water decanted into air pots as necessary* | *No* | *Rally Marshal/*  *Officer* | *M* |
| *Food Prepa ration* | *Ralliers* | *Ensure person in charge of food preparation ensures that good practice and hygiene is followed.* | *Ensure that adequate space and facilities are available for food preparation and gloves are available. Any allergies to be advised before rally* | *Rally Marshal/ Officer* | *L M* |
| *Covid 19* | *All Attending* | *Remind all to be mindful of others who may wish to wear masks &/or continue to socially distance* | *Rally Marshal/Officer discretion whether to hold flagpole or any other social activity – members can personally decide if they attend/participate* | *Rally Marshal/*  *Officer* | *L* |
| *Covid 19* | *All Attending* | *Enhanced cleaning & disinfecting where applicable* | *Hand sanitiser stations at taps* | *Rally Marshal/*  *Officer* | *L* |
| ***Any Other Risks which become apparent when arriving on site or are applicable to this site only*** | | | | | |
| **What is the hazard?** | **Who might be harmed and how?** | **What are you already doing, i.e. Control measures?** | **Do you need to do anything else to reduce/manage risk, i.e. additional Control measures?** | **Action by** | **Residual Risk (L, M, H, VH)** |
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