Risk assessment Document – Barnton Parish Council 16th AUGUST 2025

NRRG FAMILY FUN DAY

Company name: BARNTON PARISH COUNCIL	**Assessment carried out by: T. CRITCHLOW, CLERK**
Date of next review: TBA	**Date assessment was carried out: 4TH August 2025**

What are the hazards?	Who might be harmed and how?	What are you already doing to control the risks?	What further action do you need to take to control the risks?	Who needs to carry out the action?	When is the action needed by?	Done
FOOD	Members of the public and property – injury/illness	Food hygiene updates Provide PPE Display Notices of hygiene requirements	Train Volunteers Ensure volunteers adhere to regs	CLERK	16/08	
HIGHWAYS/ PARKING	Members of the public and property – injury/illness	x2 parking marshalls	**Car parking** Supervised by identifiable marshals wearing high visibility jackets. Provide a specially designated area for disabled parking near the entrance. Train volunteers	CLERK X2 volunteers	16/08	
PUBLIC LIABILITY	Members of the public and property – injury/illness	Notify Zurich – ensure volunteers are aware of risks	Submit R/A	CLERK	16/08	04/08

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FIRST AID	Members of the public and property – injury/illness	Appoint First Aider Appoint H & S Marshall	Provide kit & tabard Train volunteers	CLERK Cllr Ayhok	16/08	
GAZEBOS TABLES	Members of the public and property – Equipment failure injury/illness	Ensure equipment is robust/properly erected	Check all equipment Train volunteers	CLERK	16/08	

All Hazards are recognised as medium risk. More information on managing risk: www.hse.gov.uk/simple-health-safety/risk/

I hereby confirm that I will have undertaken the risk assessment process for the above event, in accordance with the "Events Risk Assessments – Guidance Notes" document, and that the event will fully comply with this Event Risk Assessment.

Name of person undertaking/completing Risk Assessment (printed): TONI CRITCHLOW, CLERK/RFO

Signature;- *T. Critchlow*

Date: 04/08/25