

EVENT RISK ASSESSMENT

Company: Living the Cream

Services: Photo-booth, peep board, giant deckchair Key staff: JF – Jonathan Fletcher (Owner)

What are the hazards?	Who might be harmed and how?	What are you doing already?	What further action is necessary?	Actioned by?	When?
Giant deckchair collapse	Customer if overloaded	keep no of guests to 3 at a time	Continued awareness	JF	On day of event
Giant deckchair collapse	Customer if braces come loose	secure braces, place on flat surface and ensure correct assembly	Continued awareness	JF	On day of event
Peep board collapse	Customer if blown over by wind	adding weights to the base	Continued awareness	JF	On day of event
Peep board collapse	Customer if on uneven surface	place on flat surface and ensure correct assembly	Continued awareness	JF	On day of event
Photo-booth collapse	Customer/operator	place on flat surface and ensure correct assembly	Continued awareness	JF	On day of event
Photo-booth electrocution	Operator and customer	Check cables regular PAT testing	Continued awareness	JF	On day of event
	Operator and customer	A trained operator will be in control of the equipment at all times who is briefed in safe running of the equipment.	Continued awareness	JF	On day of event
	Operator and customer	All children to be with a supervising adult.	Continued awareness	JF	On day of event
Photo-booth trip hazard	Operator and customer	hide/cover any electrical cables, ensure props are not left on floor	Continued awareness	JF	On day of event
	Operator and customer	Check the working area is empty and not obstructing any walkways or blocking any fire exits.	Continued awareness	JF	On day of event
	Operator and customer	All children to be with a supervising adult.	Continued awareness	JF	On day of event