



Risk Assessment

Hazard	Who is affected	Level of risk	Precautions taken	Further action required to reduce risk	Final level of risk
Moving vehicles	Public, stall staff	Medium	Drive below 5mph with hazards on when moving through the event site.	Adhere to the timetabled arrival and departure times when public footfall is at low levels.	Low
Injuries to staff from heavy lifting	Staff	Medium	All staff working at the stall will receive a briefing on safe lifting practices before event. All display items are lightweight.	Trolley to be used when transporting heavy boxes.	Low
Slips and trips	Public, stall staff	Medium	Ensure boxes and stock are correctly stored underneath the tables or at the back of the stall. Ensure there are no blockages to the sides or in front of the stall.	Maintain correct storage at all times throughout the event especially with boxes containing stock.	Low
Signs moving in high winds	Public, stall staff	Low	Ensure signs are in good condition and securely fastened to the stall at the start of the event.	Check the fastenings	Low

				throughout the event.	
Theft	Stall staff	Medium	Ensure money is kept out of site and that large sums of cash are not left on the stall	One person is responsible for handling money at all times to avoid any confusion.	Low
Removal of waste	Stall staff	Low	All rubbish is kept in a bin liner until the end of the event.	Ensure that at the end of the show, no rubbish is left in the stall area.	Low
Erection of gazebo	Stall staff	Low	Gazebo is erected according to instructions and weighted with 25kg on each leg.	Ensure spare weights are available during adverse weather conditions.	low
Electrical equipment	Stall staff	High	All electrical equipment has been PAT tested	Staff are trained in how to safely use all electrical equipment.	Low
Gas equipment	Stall staff, Public	High	All gas equipment has gas safe certification	Staff are trained in how to safely use all gas equipment.	Low
Food Storage	Stall staff	Low	All baked goods stored in cardboard cake boxes or reusable sealed food safe containers.	All stored in closed containers so no	Low

			All cakes once sold are packaged in food safe packaging.	contamination can occur.	
Contamination of products	Public	Medium	Spit guard is used so all stock is shielded from the public and gloves are worn when handling food.	Any spare stock is always stored covered. Plentiful supplies of gloves and hand gel.	Low
Allergens	Stall staff, Public	High	Signage is displayed on the stall regarding allergens. We clearly state to ask if you are unsure about allergens before you buy.	We advise our cakes are not suitable for those with allergies as there is a chance of cross contamination. Any prepacked goods.eg cake jars have allergen labels on them.	Low
Knives	Stall staff	High	Knives are kept out of sight behind the stall table. Knife guards are available for the knives when not in use. First aid kit is available in case of injury.	We put them at the furthest part of the stall away from the public and are always kept out of sight. We put gazebo walls up so public can not access them easily.	Low

COVID -19	Stall staff and public	High	<p>Spit guards to protect food on display.</p> <p>Hand gel to be used regularly and disposable gloves to be worn when handling food.</p> <p>Stall staff to wear masks and have a stock of disposable ones so can be changed if necessary.</p> <p>Antibacterial spray is used to sanitise all surfaces and spit guards after the event.</p> <p>Contactless payment is available to minimise contact between staff and public.</p>	<p>Excess stocks of hand gel, gloves, masks and sanitiser.</p> <p>Contactless payment encouraged.</p> <p>Try to serve customers quickly as possible to avoid queues.</p>	Low
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Criteria of risk

High – very dangerous, requiring constant monitoring of operation

Medium – Dangerous, requires periodic checking by supervision

Low – No significant danger, monitored by operatives / supervision