



## Malmesbury Carnival 2010 - Procession Risk Assessment

Hazard	Work Activity	Risk	Control Measure	Person Responsible	By When
Participants bumping onto other people	Stopping and Starting	M	Responsible person on float to ensure in conjunction with lorry driver that passengers on lorry are in safe position when lorry stops and starts	Float manager Lorry Driver Procession Directors	At the time of movement.
Crowds falling on the procession route	People stepping on the road into procession	M	Stewards, Float Walkers and Police control particularly when procession is passing	Float Walkers Police Stewards Procession Directors	At time of procession moving.
Participants falling in the procession route	Becoming tired of walking in procession	L	Steward to move to a place of safety and inform the first aid team.	Bandleader Procession manager Police First aid team	
Costumes and accessories brushing against members of the public	Narrow Streets, large handheld or carried items	M	Participants with large costumes to be aware in advance of areas where road narrows and take appropriate action	Procession manager Individual participants Stewards <b>To be advised by Procession manager</b>	At start of procession and at time of the procession passing
Management of procession	Managing crowd, assuring safety of all	H	Procession manager, stewards and marshals correctly trained for their roles.	Procession manager Marshall manager	Prior to procession,
Inebriated/ Incapacitated person	Drunk Person	M	Stewards and Police to take appropriate action	Police Stewards	
Members of the public joining the procession	Keeping people away from procession bands	M	Police and Stewards and Float managers to be alert to members of the public becoming involved in the procession, <b>particularly</b> around vehicles and take appropriate action	Float managers Stewards Police Procession manager	
Traffic using the procession roads	Road closures	M	Road Safety Services, Police and City Council to coordinate the closure of roads prior to procession's arrival	Procession manager Police Stewards	Road closure signs clearly displayed Road
Adverse Weather	Lightening	L	Event organisers responsible and Float managers of each float to ensure the safety of Persons in Parade <b>Consider delay /cancellation in conjunction with Police</b>	Float manager Procession manager Police	
Adverse Weather	Rain	L	Participants suitably dressed for prevailing weather	Float manager Procession manager	
Participants not following regulations	Participants going astray	M	Float managers and Stewards and Procession Directors to inform participants of safety rules	Procession Directors Float managers	
Crushing	Vehicles turning corners	H	Police/Stewards will keep public/crowds back. First aid teams to be available for emergencies.	Police Stewards First aid team	

Risk Code: H = High, M = Medium, L = Low

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Communication	Contact with procession and marshalling manager	M	Radio contact in each area	Procession manager Stewards	Throughout procession
Danger on Vehicles	Jumping and or Dancing on vehicles	M	Float managers to ensure appropriate behaviour of persons in procession	Float managers Stewards	
Parked vehicles on Procession route	Removal of vehicles	L	Police to take action if hazard to Carnival procession	Police	
Fire	Fire on vehicles/stage	L	Abandon vehicle, disperse crowds, and contact Fire and Rescue	Float manager Stewards Police Stage Manager First aid team	
Participants getting hit by thrown coins	Public throwing coins	M	Supply sufficient walkers to collect coins	Float manager Procession manager	
Carnival vehicles catching on bunting	Buntings or flags draped too low across streets	L	Ensure buntings pulled taut to stop sagging	Carnival chairman	
Public Disorder Incidents	Fighting	L	Police to deal with PROCESSION - Stop procession, remove the danger Displace crowds	Police Procession manager Stewards	
Some one who is ill or injured	Person in need of medical attention	M	First aid team to deal with Assistance from Event organisers, Stewards, Police, Security	First aid team Float manager Stewards Police	
Illness/Injury to persons	Health and Safety of procession participants	M	Ensure responsible person on float or in band is identified to all persons on float or in band to liase with Procession Directors, Stewards and Police if that level of action is needed	Float manager Stewards Police First aid team	
Equipment placed on, falling off and being removed off vehicles	Heavy equipment placed on and or removed from vehicle	M	Float managers will be responsible for participating safely.	Procession manager Stewards Police Float managers	
Crushing	People pushing against vehicles or other procession people	M	First aid team to be available Police/Stewards/Security to observe and respond to all situations		
People/equipment falling off vehicles	Driving over speed humps	M	Drivers to be aware of speed humps and follow instructions from the Police	Drivers Police First aid team	

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