

## RHSO – TEDDY BEAR’S PICNIC 12<sup>TH</sup> MAY 2024

Activity	People at risk	Hazard or Risk	Our Controls	Risk Level H/M/L	Target date & by whom
Orchard environment  Prior to event	Volunteers	Orchard is a wild area and has natural hazards	Adrienne and Ruth to identify areas for the picnic and volunteers will do the following	L	<b>Adrienne &amp; Ruth</b>
		Hogweed / wild parsnip	Volunteers to attempt to identify ants nests and hogweed/ wild parsnip and minimise issues in designated areas.	L	<b>RHSO volunteers</b>
		Ant nests	Advise volunteers to have covered arms & legs whilst doing this	L	<b>Adrienne to provide safety signs</b>
		Uneven ground/ holes in ground/ rabbit holes	Broken branches to be removed before event.	L	<b>Few days prior to event</b>
			Designated areas inspected for large holes and action taken to rectify in designated areas Grass cut before event with a grass box to collect any potential problem plants	L	<b>Adrienne</b>

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Orchard environment	Volunteers	Membranes around trees a trip hazard	Repair any membranes in designated areas prior to the event	L	RHSO Volunteers
Prior to event (cont)					Eric/Colin
Gazebo erection		Gazebo damaged or collapses	Gazebo should be erected by a minimum of two people	L	RHSO volunteers Eric / Robinne
During Event		Slippery ground	Advise families. Marshalls with hi vis jackets Have First Aiders on hand in case of injuries		
		People stray outside of area designated	Have water on hand to wash any contamination from weed or burns Marshals to keep an eye of area. Children supervised by a responsible adult. Poster near designated areas to warn public of potential hazards		
After Event	Gazebo being packed up causes injury	Dismantled by two people again	L	Adrienne / Robinne	

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<b>Refreshments prior to event</b>	Volunteers	Urn Gas	Safe Site Correct Connection Heat Hazard	L	<b>Eric/ Robinne</b>
		Picnics / food hazards	People notified to bring their own picnics	L	<b>Posters</b>
		We provide Apple juice by the bottle only Run out of juice	Have spares in the car	L	<b>Adrienne</b>
		Hot drinks	Hygienic preparation of hot drinks Volunteers to wear suitable gloves. Anti Bac and Gel as appropriate	L	<b>Ruth / Robinne</b>
		Litter left by families	Provide litter bin & marshals to keep an eye	L	<b>RHSO volunteers</b>
<b>General considerations</b>	Volunteers and public	Minor injuries  Major injuries	RHSO basic first aiders present  Closest ambulance approach along hospital access road and on foot over bridge.  Ambulance access to orchard impossible	L	<b>Robinne /Eric</b>

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General Consideration cont.		Unfamiliar members of public don't know the area	RHSO volunteers in high vis jackets to identify if needed.  Volunteers to be told how to evacuate site if needed.		