

**Stage Event Security**

**HEALTH, SAFETY & WELFARE RISK ASSESSMENT**

**Site/Venue/Event: Client Example**

**AREA (S) ASSESSED:**  
Client Example

**ASSESSOR (S):** Jehven Thompson (Service Manager)

**DATE:** MAY 2020  
**PAGE:**

LOCATION/ACTIVITY/CICUMSTANCES/ EQUIPMENT ETC. ASSESSED (entering a tick in the next N/A column indicates Not Applicable)	Persons involved/ affected	NATURE OF HAZARD & TYPE OF RISK CREATED BY THE HAZARD NOTE: LIKLIHOOD OF HAZARD ASSOCIATED INCIDENT OCCURRENCE MAY BE VARIABLE SO HIGHEST REASONABLE RISK/SEVERITY LEVEL OR RANGE SHOULD BE GIVEN IN NEXT COLUMN IF IN DOUBT	RISK/SEVERITY LEVEL Highly Likely Likely Unlikely  1-3 Low risk 3-6 Medium Risk 6-9 High Risk	CURRENT CONTROLS IF ANY	FURTHER CORRECTIVE/PREVENTATIVE ACTIONS REQUIRED ** REVIEW DATES TO BE PUT IN OFFICE MANAGEMENT DIARY OR OTHER SUITABLE SYSTEM	TARGET DATE FORCOMPLETION OF ACTION	PERSON RESPONSIBLE FOR REVIEWS	FREQUENCY OF REVIEWS
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**RISK RATING CALCULATION CHART**

RISK LEVEL INDICATOR	SLIGHTLY HARMFUL	HARMFUL	EXTREAMLY HARMFUL
	1	2	3
Unlikely <b>1</b>	Low Risk	Low Risk	Medium Risk
Likely <b>2</b>	Low Risk	Medium Risk	High Risk
Highly Likely <b>3</b>	Low Risk	High Risk	High Risk
<b>INSTRUCTIONS TO WORKERS</b>	<b>LOW RISK= WORK WITH CONTROLS</b>	<b>MEDIUM RISK= WORK WITH CARE, WITH CONTROLS</b>	<b>HIGH RISK= EXTREME CARE AND ONLY TRAINED PERSONS, WITH CONTROLS</b>

**EXAMPLE**

<b>Severity x Likelihood= Risk Rating</b>	
i.e Highly Likley ( <b>3</b> ) x Medium (Moderate) Risk ( <b>2</b> ) = Risk Rating ( <b>6</b> )	Note: pink coloured background= Very High Risk

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R. A REF No. corresponds with the reference number of our Generic Risk Assessments List as attached

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**GENERAL COMMENTS**

The risk assessment aims to identify all health and safety and welfare aspects of those parts of the company's business that are carried out in and around the Client site on behalf of the company. Including any activities that are necessary in support of the business. Circumstances and incidents that can be so far as reasonably practicable, be anticipated to occur while conducting that business.

**EXCLUSIONS**

Areas or aspects or operations/activities on the sites covered by the company's services that are owned or operated by other organisations and for which the company has no responsibility in law e.g. other contractors, that may have an impact on the health, safety & welfare of the company's operations, people and others falling under the company's care may be included in this risk assessment. However, where the company has no power to impose corrective or preventative actions on the other organisations concerned, this will be indicated. Where the company may reasonably be able to exert its influence to encourage appropriate improvement in such areas, this will be indicated.

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This risk assessment is applicable to \_\_\_\_\_ and surrounding areas attended by stage security for the duration of its contract.

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**OVERVIEW OF SCOPE OF THIS RISK ASSESSMENT IN TERMS OF PLACES WHERE THE COMPANY'S PERSONNEL ARE REQUIRED TO WORK OUTDOOR WORKING**

- The site is a large fenced off field with only one entrance and exit. Staff are required to be based in the gatehouse and conduct patrols.

**INDOOR WORKING**

- Gatehouse duties. Controlling access to site, recording visitors and registrations. Reporting suspicious or negligent behaviour to Control.

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PREMISES IN GENERAL  General use of areas both whilst in use and out of hours  FIRE OR OTHER EMERGENCY	ALL	HAZARD : Fire/other emergencies requiring emergency evacuation of premises.  RISK: Loss of power, flooding, restricted access or visibility leading to greater exposure to hazards that could lead to physical injury, long term illness and possible fatality.	Likely (2-4) Before Controls  Unlikely (1-2) After Controls	All staff inducted and trained on site. Site instructions are read, understood, and followed.  Staff sign each shift to confirm they have read and understood.  Access to 24 Hour Control Room, with in depth knowledge of site and procedure.	None at present, subject to review.	N/A	JT	Annually
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ALL AREAS DEFECTS	ALL	HAZARD: site defects may cause injury especially if not secured and reported appropriately.  RISK: of various accident hazards e.g. electrocution, trips, slips, falls, various physical injuries and even death.	<b>M-H (3 to 9) Before controls</b>  <b>L (1to 2) After controls</b>	Staff inducted and trained to carry out site inspections. Staff carry out daily inspections across the site any Site defects are logged and reported to Control.	None at present, subject to review.	N/A	JT	Annually
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DRIVING PATROL VEHICLES  DRIVING ON THE PUBLIC HIGHWAY, TO / FROM AND BETWEEN CUSTOMER'S PREMISES AND ON CUSTOMER'S OWN PROPERTY & CAR PARKING		<p><b>HAZARD:</b> Stationary and moving vehicles and pedestrians including vehicles delivery / contractors' vehicles including plant / equipment causing obstructions to own movement.</p> <p><b>RISK:</b> Collision between moving and stationary vehicles, people or people moving plant / equipment / materials. Such collisions could cause fatal or serious injuries to a variable number of people involved in and / or in vicinity of collision.</p>	<p><b>Highly Likely (3 to 9) before controls</b></p> <p><b>Likely (1 to 2) after controls</b></p>	<p>The Security Officers vigilance and adoption of best driving practice at all times in line with the Highway Code and any site signage and traffic management plan.</p> <p>Where no signage exists on Customer's sites, Drivers drive no faster than 5 mph, always proceeding with care and keeping a lookout for other users of the area in all relevant directions.</p>	None at present, subject to review.	N/A	JT	Annually
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<p><b>CONDUCTING PATROLS ON FOOT AND / OR USING PATROL CARS AND RELATED ACTIVITIES</b></p> <p>IDENTIFICATION OF / CONTACT WITH SUBSTANCES &amp; OTHER MATERIALS / OBJECTS THAT ARE OR COULD BE HAZARDOUS TO HEALTH, INCLUDING SUBSTANCES FALLING UNDER COSHH REGULATIONS</p>	ALL	<p><b>HAZARD:</b> Identifying and / or Encountering substances or items that are or could be hazardous to health through ingestion or inhalation or skin / eye contact or through skin puncture / cuts / grazing e.g. chemicals / substances that fall under the COSHH Regulations, used hypodermic needles (BIOHAZARD), broken glass, sharp metal or other materials.</p> <p><b>RISK:</b> Cut / Graze / Skin Puncture injuries requiring First Aid and possibly Hospital A&amp;E attention e.g. stitches; Possible short-term illness and long term illness or disease, possibly fatal, arising from</p>	<p><b>Highly Likely (1 to 9) before controls</b></p> <p><b>Likely (1 to 2) After controls</b></p>	<p>The Security Officer conducts themselves at all times in line with the company's Health &amp; Safety Manual.</p> <p>Revert to COSHH. The Security Officers are aware they are not contractually required to knowingly put themselves in danger.</p> <p>Therefore, where reasonably practicable, all obvious or apparent unsafe conditions in areas where travel and patrol work is required will be avoided / circumnavigated to avoid the risk of accidents. Vigilance is exercised at all times. All hazardous situations reported to Control.</p>	None at present, subject to review.	N/A	JT	Annually
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		contact with contaminated materials dirty broken glass or dirty metal items.						

VERBAL ABUSE AND / OR VIOLENT PHYSICAL ATTACK (ANTICIPATED / THREATENED OR ACTUAL) BY OTHER PERSON/PERSONS UPON DS/SS & / OR OTHER CUSTOMER AND CUSTOMER-RELATED PERSON / PERSONS	ALL	HAZARD: The nature of this assignment is such that there is always a threat, obvious or initially hidden, of verbal abuse and / or physical attack on the SO.  RISK: The risk of actual verbal abuse occurring is probably higher than the risk of actual physical attack. The threat or anticipation of physical attack is likely to induce stress in the person(s) under threat / attacked and actual or grievous bodily harm with the possibility of long-term disease or illness occurring. Death	<b>Highly Likely (3 to 9) before controls</b>  <b>Likely (1 to 2) After controls</b>	Security are aware of and are required to follow relevant part(s) of Site Instructions, as dictated by circumstances.  Security are not required to do anything that would put their own safety and / or the safety of any other people at risk prior to any actual attack or at further risk after an attack has begun, to take appropriate action within the law to protect the Security's wellbeing.	None at present, subject to review.	N/A	JT	Annually
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		may result depending on severity of attack.							

WELFARE UNIT / GATEHOUSE/ KITCHEN AREAS / MESS AREA	ALL	There is Hot and Cold running water. There is washing up detergent and tea towels for washing and drying cups, saucers, Plates etc. and the worktop areas There is a Microwave cooker mounted on a shelf above the worktop. There is usually an electric kettle normally located on the worktop. There is occasionally a Refrigerator on floor. There should NOT be multi socket extension leads resting on the worktop into which items are plugged – this is not suitable and could lead to an electrocution hazard and	<b>Highly Likely (3 to 6) before controls</b>  <b>Likely (1 to 2) After Controls</b>	All Security Staff are aware of basic health and safety indoors and outdoors practice and will report any incorrect practice to Control.  All security has read and signed they understand the welfare unit instructions.  Welfare unit supplier on call emergency number. Trained experts to deal with any issues regarding Unit.	None at present, subject to review.	N/A	JT	Annually
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Infection of Covid-19  In addition to attached Covid-19 Risk Assessment.  (specific Covid-19 Risk assessment as Part 2 to current risk assessment)	ALL	Disease that could cause death.	Highly Likely 9 Before controls  Likely 6 – 9 After Controls	Daily reminders from Control team to all members of staff to follow government guidelines and Risk assessment control measures.  Sufficient signage on social distancing, floor markings, informative posters and instructions	None at present, Subject to review.	N/A	JT	Every Month.
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**Client/Customer Organisation REPRESENTATIVE'S SIGNATURE**

Signature confirms the Customer Company's understanding and acceptance of the information recorded and intention to take the necessary actions if/where applicable.

**Stage Event Security ASSESSOR'S SIGNATURE**

Signature confirms that the Assessor observed and has assessed those areas made available for inspection by the Customer Company upon which this risk assessment is based and hereby confirms the intention of **Stage Event Security** to take the necessary actions if/where applicable.