



**Build and takedown  
(inclusive of between  
weekends)**  
Year: 2024

**Assessor: James Lusty**  
**Reviewed by: Callum Tompkins**  
08.05.2024

| Hazard   | Who Might Be Harmed        | Is the Risk Adequately Controlled, or is More Needed   | Review and Revision  |
|--|----------------------------|--|--|
| Trips and falls while moving round the site                                      | Everyone                   | Site is relatively flat, any obvious holes will be filled if possible.   |  |
| Vehicles moving on site (off the road system)                                    | Everyone                   | Vehicle use on site will be extensive during the build phase. Any vehicles authorised will be recorded on a spreadsheet which is shared with site. All drivers will be asked to stick at 10mph speed limit.<br><br>Depending on ground conditions, it may be necessary to restrict all vehicle movement.   |  |
| Major Incident requiring evacuation (onsite)                                     | Everyone                   | Raise the alarm to all on site by shouting, congregate on the hardcore track in the entrance to Pheasants Ground (2017/2018 site).   |  |
| Vehicles getting stuck during build/demolish phase                               | Volunteers and contractors | Vehicles getting stuck and the recovery process may cause injury. Any recovery will follow the 'Recovery Procedure'. Given weather conditions site movements will be assessed regularly by Event Director, Deputy Event Director, or Assistant Event Director Site. Deliveries dealt with on a case by case basis in consultation with drivers.  | On site contact is Hannah to get support if required   |
| Erecting Structures  | Everyone                   | Contractors to follow own risk assessments and operating procedures. Structures will not be left in an unsafe manner<br>Ensure area is clear before starting work  | Daily site visits to ensure structures left safely if not on site  |
| Contractors and staff on site  | Everyone                   | Contractors should book in with site representative to make sure that we have a full list of who and where contractors and staff are located at anyone time  | Contact details recorded with time off site and number of staff or contractors<br><br>Expected deliveries to site to be recorded on whiteboard |
| Fire   | Everyone                   | Central catering provided, participant handbook clearly states that no BBQs or open fires allowed,<br>Build team will have at least one nights away permit holder who understands how best to setup camp to minimise fire spread and allow escape routes.<br>Clearly defined fire breaks will be laid out, with enough room for emergency vehicle access. Designated fire points, with fire extinguishers, within 50m of any tent. |  |
| Horse riders General<br><br>Approaching horse riders and horse<br><br>Lose horse | Everyone                   | Access to the edge camping field is allowed by horse riders, they will be directed to use paths to the side of the camping field<br><br>Participants will be told not to approach any rider / horse, security/safety staff will ask them to move away from area<br><br>No one should approach a loose horse but should report it to Safety control to action   |  |

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| Telehandler | Everyone | <p>Operator will be a trained and competent person with the relevant qualifications.</p> <p>Manouveres and operations of the vehicle that may pose a risk will be supervised by a banksman to allow the driver to fully concentrate on their load and operation</p> <p>No Persons are to approach the telehandler from the rear and must always make themselves known to the driver</p> <p>The driver must operate the vehicle in line with manufacturers instructions and in line with the provided risk assesment RA2024.06.SIT03</p> |  |
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