

MANGOTSFIELD FESTIVAL PARTICIPANT'S RISK ASSESSMENT FORM

Risk assessment completed by:				Date:	
Name of organization or group:					
1. What are the Hazards?	2. Who might be harmed and how?	3. What will you do to limit/prevent the risk?		4. What further action is needed, if any?	5. Who will action and by when?
		Tick	Description (amend/add as appropriate)		
Slips trips and falls	Exhibitors, participants and visitors may trip and/or fall over trailing wires/cables/rope/string		Make sure all cable/wire and rope/string is kept tied up and out of way of reach of Visitors.		
Collisions and falling objects	Moving vehicle(s) may hit exhibitors, participants and visitors. Objects from exhibits or display may fall on them		Read participant's instructions once received, a few weeks before the event to be familiar with site layout and one way traffic flow on site		
			Ensure all objects on display are kept away from table edges and cannot be knocked over easily.		
Injury sustained while handling equipment	Exhibitors, participants and visitors may become injured when handling items on exhibits/display		Check all equipment in advance of attending event and make sure those running the exhibition, are familiar with items on display.		
Fire	Exhibitors, participants and visitors may become injured by fire or smoke		Read and become familiarised with fire evacuation procedure and who to contact in the event of fire		

Violence & Aggression	Exhibitors, participants and visitors may experience aggression from anyone present on the day at the event		Read and be familiar with participant's instructions and know who to contact if aggression is experienced		
Strain/Sprain Manual handling injury	Exhibitors and participants may become injured when setting-up or taking down exhibits		Read and become familiarized with fire evacuation procedure and where the First Aid point is located		
			Ensure people who have back problems etc are not lifting heavy equipment and the designated people that do lift, follow proper lifting procedures		
Heat exhaustion /fainting	Exhibitors, participants and visitors may become affected by the heat and faint or feel dizzy		Read and become familiarized with participant's instructions and where the First Aid point is located		
			Offer people who are feeling dizzy, shade, water or a chair if possible, or direct them towards the information point/tent		
	PLEASE INSERT ADDITIONAL RISKS / INFORMATION BELOW				

NOTE: This is a general risk assessment for anyone participating in Mangotsfield Festival Day 2026. Not all sections may apply to you. Please provide as much information and complete as many sections as possible. If you need to add/amend anything, please do so.