**Stall Holders Risk Assessment – example:**

**PLEASE NOTE not all risks are relevant to every stall AND there may be other risks relevant to your stall**

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| **Stall Holders Risk Assessment****To be completed and returned with your application form - you must include Covid-19 risks.** |
| **Activity: Harpenden Sustainability Market** | **Organisation name: XXXXXX** | **Assessment date: XXXXXX** |
| **Hazard** | **Risk arising from hazard** | **Who is at risk** | **Risk** (High /Med /Low) | **Existing Controls**  | **Action to further reduce risk**  | **Risk Owner** |
| Passing on or contracting COVID-19 coronavirus  | Death or serious ill health | Those on stall, marshalling & members of public | Medium– stall in open air | -Hand sanitiser will be available on the stall. -Stall holders to wash hands frequently, and before and after eating/drinking.  Hand sanitiser to be used if soap and water are not available.-Contactless payment used whenever possible. | -Review regularly to ensure all covid guidelines are followed-Observe social distancing measures.  -Consider wearing masks-Consider sanitising items handle by members of the public-Consider using signage to minimise handling of products (eg sign about allergy so customer does not need to handle packet to read allergy list) | Stallholder |
| Uneven ground and other hazards, including stall equipment leading to slips, trips and falls | Cuts, scratches, bruises and fractures. | Those on stall, marshalling & members of public | Medium | Communicate any hazards to all those on stall | -Check the pitch area before and after putting up the gazebo-Ensure any trip hazards are removed before stall opens-Clearly sign any hazards that remain  | Stallholder |
| Erecting & taking down gazebo & stall equipment.  Moving heavy objects   | crush injuries break, nicks, back injuries. | Those on stall, marshalling & members of public | Medium | Ensure appropriate number of people to help put up gazebo.  | Check the pitch area before and after putting up the gazebo | Stallholder |
| Food allergies - Coming into contact with food / product that person is allergic to   | Severe allergic  reaction, anaphylaxis | Those on stall, marshalling & members of public  | High – medium with controls | Ensure all relevant items are clearly labelledEnsure phone availableIf stallholders are allergic ensure appropriate medication is on site | Check all labelling is clearly visible before trading | Stallholder |
| Coming into contact with hot liquids or food | Burns | Those on stall, marshalling & members of public | Medium | Ensure first aid kit is accessiblePut in place procedures for the handling of hot liquids and food [detail here] |  | Stallholder |
| Glass products on stall breaking. | cuts | Those on stall, marshalling & members of public | Low | -Ensure carefully handling-Ensure first aid kit is accessible |  |  |
| Unforeseen medical emergency  |  | Those on stall, marshalling & members of public | Low | stallholder to carry mobile phone and first aid kit.  | Check first aid kit and mobile phone on stall | Stallholder |
| Adverse weather (strong sun, high winds, heavy rain, severe cold)  | Sunburn, sunstroke,  hypothermia, head  injuries (from items blowing in wind) | Those on stall, marshalling and members of the public  | Medium | -Wear appropriate clothing for the conditions -Carry drinking water  -Use high factor sun block and/or hat when sunny -Ensure gazebo fully secured with weights to manufacturers specification-Any signage to be firmly attached | Check weather forecast before event to ensure appropriate clothing, sunscreen.Check gazebo and signage are secure prior to start of trading | Stallholder |
| Interacting with members of the public.   | Emotional distress and potential abuse. | stallholders | Low | Staff member to remain unconfrontational and calm at all times.  |  | Stallholder |
| [if generator]Generator / power risks | Burns, electrocution, injury | Those on stall, marshalling & members of public | Low | Fire blanket on stallPut in place procedures for dealing with generator [detail here] | Check fire blanket before trading starts | Stallholder |
| [if gas bottles used]Gas explosion | Burns, fire, injury | Those on stall, marshalling & members of public  | Low | Fire blanket on stallPut in place procedures for dealing with handling of gas [detail here] | Check fire blanket before trading starts | Stallholder |
| Car accident on market site | Death, injury | Those on stall, marshalling & members of public | Medium | Drive very slowly on market siteHazard lights must be used in the market area |  | Stallholder and market organiser |
| Items falling for moving car on market site | Death, injury | Those on stall, marshalling & members of public | Low | Cars are not to be moved with open doors or boots or insecure loads | Check car before moving on market site | Stallholder |
| Theft of stock or personal items | Loss of goods, cash or personal items | stallholders | Medium | Ensure personal good are secure storedStall not to be left unattended | Check that all is secure before start trading. | Stallholder |
| [Another risk] |  |  |  |  |  |  |
| [Another risk] |  |  |  |  |  |  |
| **Assessors Name: XXXXXX** | **Date: XXXXX** |