

WELSHPOOL TOWN COUNCIL

RISK ASSESSMENT - SLEIGH AND FATHER CHRISTMAS TOURS AROUND TOWNS AND VILLAGES

NO	ITEM	RISK	ACTIONS	ASSESSMENT
1	Sleigh towed behind car	Driver needs driving license Car insurance for car/trailer Sharp edges Trip hazards Reversing Lighting By trailer when people next to it	Driver license to be checked. Car insurance and mot to be checked. Any exposed sharp edges to be protected. Ensure all cables and ropes are tied away. When the sleigh/trailer is reversing someone must act as banksman. Proper lighting on the vehicle to be in place at all times. An adult must be by the trailer if any children are around it.	LOW LOW LOW LOW LOW LOW
2	Access to Sleigh	Getting in and out of the sleigh.	When Santa or others enter sleigh they should have someone to help them in case of slippage.	LOW
3	Sweets and goodies	Out of date or inappropriate sweets given out.	All sweets must be within date and must be taken from a basket by children, not just given out. (allergies issues)	LOW
4	First Aid – accidents	Accidents due to trips or scratches or other more serious injuries.	First aid kit to be carried. Mobile phone to be carried. Specific person with responsibility.	LOW LOW LOW
5	Child protection	Risk of child abuse	No adult should left along with any child. There must be two adults with children at all times.	LOW LOW
6	Risk of claim	Claims against Council for any of the risks identified.	All risks insurance in place by Council.	LOW

R A Robinson FRICS FILCM Town Clerk