



LAKEWAVE FESTIVAL

JULY 18th -19th 2020
END OF KETTON ROAD
HAMBLETON, ENGLAND

RISK ASSESSMENT

Company name: **Lakewave Festival**

Date of risk assessment: **10/03/2019**

What are the hazards?	Who might be harmed and how?	What are you already doing?	Do you need to do anything else to control this risk?	Action by who?	Action by when?	Likelihood and severity
Slips and trips	Staff and visitors may be injured if they trip over objects or slip on spillages.	General good housekeeping is carried out. All areas well lit, including stairs. No trailing leads or cables. Staff keep work areas clear.	Better housekeeping in staff kitchen needed, eg on spills. Arrange for loose carpet tile on second floor to be repaired/replaced.	All staff, supervisor to monitor Manager	Before, during and after festival (during break down)	Very likely , if no measures are taken but consequences will usually not be too severe
Illegal drug use	Festival attendees might suffer negative effects from consuming drugs or be drugged by someone without knowing it.	Checking visitors' bags before entering the premises and confiscating drugs when found. Announcing our "anti-drug policy" across all of our channels.	Hire people for first aid who are trained to deal with people suffering from drug overdoses and who can identify the signs of drug poisoning. Make sure there is a hospital near enough to the festival, that can be easily reached in case of an emergency.	Staff members and security at festival entrance. Health and safety department manager/supervisor will be in charge of hiring the right people.	Hiring process before festival. Checks during festival.	Somewhat likely (festival culture), but consequences would be very severe
Food contamination	Staff and visitors might suffer from food poisoning, allergies or get ill if food is not refrigerated, separated and/or stored in a correct way.	Every member of staff working at the bar or food village will require to have a food-handling license.	Make sure there are always cleaning supplies available, maintaining the refrigerators in good condition. Make staff members aware of different allergies or eating habits that visitors might have (for example:	Staff members working at the bars and food villages. Catering coordinator	Before and during festival	If we have all the licenses and food certificates, likelihood will be small, and severity

			so that they don't put cow milk in someone's coffee if a client mentions he or she is vegan)	should be able to provide necessary materials and products.		would depend on the allergic reaction of each person
Alcohol	Visitors getting too intoxicated by alcohol, possibly becoming aggressive and starting fights, or harming themselves. Alcohol poisoning is also a big risk to be considered, as well as the lack of stability and movement of attendees are also at risk. Other injuries could be potentially caused by lack of perception of risk throughout the event due to alcohol consumption, and lack of reaction time to on-site traffic.	Hanging up posters to remind people to drink responsibly. Visitors can only bring alcoholic beverages such as beer and wine into the festival (no glass packaging allowed), spirits can only be bought inside the festival, at the bar. Consumption will be denied by a staff member if the attendee shows signs of excessive intoxication. Emergency services and security will be on site to establish procedures	Stricter bag control when entering the festival.	Festival organisers have to create awareness during their marketing and on site. Security staff members and bar staff will keep an eye on visitors. First aid should be trained to handle these situations.	Before and during festival.	Likelihood is high since alcohol is always involved (but depends on the audience), and severity can be high if people get out of control.

Lake	People falling into the water and drowning if they don't know how to swim or if they are too intoxicated to function normally. Risk of hypothermia if water is too cold for swimmers (although unlikely during the summer months). When building the festival or breaking it down, staff members risk falling into the water when working very close to the lake.	Lifejackets must be worn by anyone who wants to participate in the water sports activities. Lifeguards are in place to supervise these activities from the land. There are designated swimming areas with more lifeguards.	Make sure the area is well lit, so that no one can accidentally fall into the lake. Have extra lifejackets and safety boats in place in case of emergency.	Lifeguards and security staff members. Site planner has to take lighting into account.	Before, during and after the festival.	The likelihood of this happening is small but the consequences could be severe if the person is not capable of swimming
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Weather	Staff members and visitors suffering from the effects of bad weather conditions such as heavy rainfall, floods and strong winds. Damaged infrastructure and equipment at the festival site.	Investing in a temporary outdoor flooring system that leads to and connects the different stages and areas of the festival (people won't struggle to get to a stage through the mud after a rainstorm). Constantly checking the weather forecast, planning it during the summer months, when it typically rains less.	Creating a contingency plan in case it rains on both days. Festival insurance. Setting up big tents that can be used for shade or shelter in case of rain. Warn people about the possibility of rain, tell them to bring waterproof jackets and rain boots just in case.	Festival organisers	Before and during the festival.	Really bad weather is somewhat predictable but it is not a stable thing, but the effects could be severe if there is no contingency plan.
Personal injuries/ moshing gone wrong	Visitors could be harmed if they find themselves in a violent mosh pit and don't know how to get out. People could get hurt if there are problems with the infrastructures at the festival, a part of the stage might come loose if it is not safely secured and fall down onto someone.	Have security in place at the front of the stages (where mosh pits usually occur) and around the crowd to be able to step in when necessary. Have continuous quality control on site, checking the infrastructure before the concert starts and after, to check if everything is still in place.		Security staff members and technical staff members.	Before, during and after the festival.	It can always happen, but if security and technicians are in place in time, the situation will be controlled before it escalates.
Fire	Visitors and staff members might be harmed by a fire. The possibility of this happening exists, since the festival is being held on big grass fields (and some of the festival areas are	Banning visitors from bringing any type of aerosol that is over 250ml, fireworks, individual camping gas canisters and petrol burners. Staff members are trained to follow a specific protocol in case of fire. All	Creating more awareness around the possibility of a fire breaking out, reminding people to be careful while cooking and lighting their cigarettes.	Festival organisers, staff members and security.	Before, during and after the festival.	It is not likely to happen if everyone behaves according

	filled with trees, which increase the probability of a fire)	of the infrastructure is checked and examined before and after the festival starts. Escape routes are planned in case of a fire or other emergencies.	Install fire alarms all around the festival that can be heard from any point of the site.			to plan, but if a fire does break out, the consequences could be very severe if not handled in time.
People coming into the festival illegally	The festival organisers will suffer an economical loss if people sneak into the festival without paying. If these intruders get aggressive or present strange behaviour, festival attendees might be harmed, might feel uncomfortable and might get angry that someone got into a festival without paying what everyone else paid. The festival could become overcrowded, making crowd control and crowd flow more difficult to manage.	To prevent this, all festival attendees will wear a special wristband to identify them as festival visitors. If a staff member were to see anyone without a wristband, this person would be taken to security to sort out the situation (all staff members will be required to wear a wristband as well, perhaps different from the other one). The festival will be surrounded by temporary fences, which will act as a barrier system to keep intruders out of the festival. Everyone who plans on getting into the festival will have to pass a security a ticket control before entering.		Security and festival organisers when planning perimeter fencing.	During the festival	Likelihood is small if there is fencing and it would probably not be very severe if the intruder's intentions are simply to attend the festival. It can easily be controlled and identified.

The risk assessment method for Lakewave Festival will be a combination of checklists and what-if analysis in order to be able to identify all of the possible threats and hazards. By using the what-if analysis we will be challenged to come up with scenarios that we might not have thought of while creating the checklist. This document will be adapted and edited before, during and after the festival, depending on what happens, which ideas the team comes up with and the feedback we receive from staff members and visitors.

You should review your risk assessment if you think it might no longer be valid (eg following an accident in the workplace or if there are any significant changes to hazards, such as new work equipment or work activities)

For information specific to your industry please go to <http://www.hse.gov.uk>.

For further information and to view our example risk assessments go to <http://www.hse.gov.uk/risk/casestudies/>.

Combined risk assessment and policy template published by the Health and Safety Executive 08/14