

Cruckton & District Ploughing and Hedging Society Risk Assessment Code of Practice for Safety and Accident Prevention (Health and Safety at Work Act 1974)

Match Site: Hayes Farm, Alberbury, Shrewsbury, Shropshire, SY5 9AL

The requirements of this Code of Practice apply to all persons using the Site, be they Exhibitors, Trade Exhibitors, Contractors or Others.

The Society will appoint a Safety Officer, who together with the stewards in the various sections will be empowered to take whatever action is considered necessary in the event of any infringement of any regulations. All Society stewards will pay particular attention to all aspects of Health and Safety to see that they are complied with throughout the Match.

Competent people will be appointed to assist the Society in meeting its statutory duties, including if deemed necessary, specialists from outside organisations.

Certain visitors to the Match may not be familiar with the sort of machinery, equipment and animals they are likely to come into contact with on the Site an extra care and vigilance will be required. This code is not exhaustive in its coverage of specified equipment or situations, because of the nature of the Match. Clearly, by their very nature, certain exhibits will require more rigorous attention to Health and Safety Matters.

Every Exhibitor, Contractor, or other person must cooperate with the Society to enable all statutory duties to be complied with. Each has a legal obligation to take reasonable care for his or her own health and safety and for the safety of other people who may be affected by his or her acts or omissions.

The successful implementation of this Code of Practice requires total commitment from everyone and your cooperation is requested throughout your time on site.

TRADE & EXHIBITIONS

1. Control of Substances Hazardous to Health	Exhibitors or other who bring any hazardous substances to the Site must assess the risks and initiate suitable control methods in accordance with the above regulations
2. Tractors, Motor Vehicles, and other self propelled implements	These and other vehicles must be immobilised when not in use.
3. Power Tools and Chainsaws	Demonstrations must take place behind a suitable barrier. All Competitors, Contractors and Exhibitors must fulfil their responsibilities under the relevant current Health and Safety Legislation where the use of power Tools and Chainsaws is concerned in connection with their activities on the Site. By entering the Match each person is taken to confirm that he is appropriately qualified and has all (if any) necessary authorisations, qualifications and /or certificates to use such equipment at the Match.
4. Marquees	All Marquees must be of a secure and stable structure. Special attention must be paid to entry and exit points. These must not be obstructed at any point.
5. Flag poles & High signs	These must be securely installed and be of adequate strength, taking into account wind and other stresses
6. Static generators	There must be no straw or other combustible material placed around static generators.
7. Electricity	Exhibitors , Trade Stands and others must conform to regulations laid down by Health and Safety Executive. Persons using Calor Gas must also comply with Health and Safety Notice C.S.6

LIVESTOCK

1. Horses	Exhibitors must comply with rules and guidance notes laid down by their controlling bodies and the rules of the Society
2. Dogs	All dogs must be on a short lead. Long leads are not permitted on site.

MISCELLANEOUS

1. Food Safety	All persons supplying food to the public should be adequately trained in Hygiene and Food Safety
2. No Smoking in Cooking Areas / Marquees	Smoking in cooking areas and Marquees is not permitted, nor is it permitted to smoke in close proximity to straw, whether baled or loose, wood shavings, or any other combustible material
3. Displays	Particular attention is drawn to the safety aspect of displays on Site. These will be restricted to designated areas on Site. The perimeter of all displays will be clearly marked. Under no circumstances should a member of the public enter a display area. Particular care must be taken to ensure that children do not either climb over or under rails or ropes to obtain a better view, or must not be allowed on site on any rails or fencing.
4. Other Displays or Activities	Each activity should have a responsible and competent person in charge of safety and precautions taken at all times.
5. Accident Procedure	Any injury to any person must be reported to the Secretary or the chief steward of that section of the Match as soon as possible. An easily accessible first aid post will be provided.

RISK ASSESSMENT

Hazards - Are anything that you could reasonably expect to harm people under conditions of the Match. Consider the examples listed below and if in your opinion any of them could result in significant harm, place a tick in the adjacent box. If you consider that additional hazards (not listed) may be present and cause significant harm, write these into the spaces at the end of the list and tick the boxes.

Who might be harmed, list the groups of people who are at risk from the hazards identified, e.g. Competitors, Trade Stands, Public, Judges, Swards.

Estimate the risk. For hazards present and taking account of any precautions already in place to prevent harm, estimate the risk of anyone being harmed. (do the precautions meet the standard set by legal requirement, represent good practice, reduce the risk as far as is reasonably practicable.

The following groups of people who are at risk from the hazards are; Competitors, Trade Stands, Public, Judges, Stewards, Volunteers, Contractors, Visitors.

Criteria for estimating the risk level (severity x likelihood) with current controls in place.

Risk Severity Criteria

High	3	Death or Major Injury
Medium	2	Serious Injuries or Ill Health
Low	1	Minor Injuries

Risk Likelihood Criteria

High	3	Almost Certain
Medium	2	Even Chance
Low	1	Unlikely

	Likelihood Low (1)	Likelihood Medium (2)	Likelihood High (3)
Severity (1)	1 x 1 = low risk	1 x 2 = low risk	1 x 3 = low/med
Severity (2)	2 x 1 = low risk	2 x 2 = medium risk	2 x 3 = High risk
Severity (3)	3 x 1 = Low/med	3 x 2 = high risk	3 x 3 = very high risk

Hazards	Who might be harmed	Control measures in place	Additional controls if required	Severity A	Likelihood B	Risk A x B
Access to Site	People accessing site	Clear signage to the site from all directions. Good visibility on the access roads to the site. Good access with minimum 12ft gateway. Hedges and roadside verges trimmed either side of gateway. All stewards and volunteers to be briefed before Match		1	1	1 1 LOW RISK
Vehicles on site	Volunteers, visitors and contractors are all at risk of injury from impact with moving vehicles	Site is large and suitable for purpose. Large vehicles can easily turn round. Vehicles driven slowly when on site. Designated parking areas for public, competitors, display and catering vans. No moving vehicles in the main pedestrian area near toilets and catering vans. All ploughing competitors will have suitable experience and be competent operators of their equipment. All headland turns will be completed slowly and in a controlled manner, giving way to pedestrians at all times. All reversible ploughs will be	Signs warning volunteers, visitors and contractors of moving farm machinery near to the ploughing plots	1	1	1 1 LOW RISK

		reversed whilst the tractor is stationary and not during the headland turn.				
Slips/trips/falls	Visitors, volunteers, contractors can all be injured by slips leading to falls	Visitors / competitors on site during day light hours. Sites are generally fairly level arable land with short stubble. Cables routed away from main walkway areas. Guy ropes and pegs of main marquees highlighted to keep visitors away from trip hazard.			1	2 2 LOW RISK
Structural Collapse	Visitors, volunteers, contractors can all be injured by a collapse of a marquee	Marquee provided and erected/dismantled by reputable contractors			1	1 1 LOW RISK
Fire	Risk to anyone on site of burns, smoke inhalation or death from smoke and heat	Marquees are large with more than one entrance which reduces the risk of being trapped. The Marquees are no smoking areas. Fire exits clearly signed. Marquees made of fire retardant material.	Stewards should be familiar with the emergency procedures. Stewards to know location of first aiders. Call 999		3	3 1 LOW/MEDIUM RISK
Manual Handling	Stewards, volunteers at risk of injury from lifting/handling	Tables and chairs delivered to site. Vehicles used for moving items around the site. Fence posts put in by tractor mounted post ram wherever possible.			1	1 1 LOW RISK

Substance Hazardous to Health	Volunteers may come into contact with fuel if a generator is used. Hedge laying competitors and ploughing match competitors may come into contact with fuels and oils during equipment maintenance/refuelling	Hand wash facilities on site. First aid facilities on site			1	1	1 LOW RISK
Noise	Hedge Laying competitors	Hearing protection is worn by the hedge laying competitors. Competitors will be disqualified if they do not wear chainsaw protective equipment			1	1	1 LOW RISK
Electricity	Stewards, visitors, volunteers and contractors risk serious/fatal injury from faulty electrical installations, equipment or contact with overhead or underground power lines	Trained first aiders / paramedics on site during the match. Portable electrical appliances inspected prior to use and inspected / tested by a competent person. Electrical equipment/ installations checked by a competent electrical contractor. Power sockets should be protected by a 30Ma RCD (power breaker socket. Stewards/competitors made aware of route of overhead lines if any high vehicles on site.			2	1	2 LOW RISK
Animal Handling	Animal handlers and visitors are at risk of being kicked, bitten or crushed. Animals carry diseases that can be transmitted to humans	Hand wash facilities on site. Horse health maintained by owners/handlers. Experienced handlers. Visitors have little contact with animals.			1	1	1 LOW RISK

Toilets	All people on site	Toilets supplied by a reputable contractor. Toilets are supplied clean and handwashing/sanitising facilities provided. Toilets are sited on a level area and a disabled toilet provided			1		1 1 LOW RISK
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Step 5

Further Action Necessary to Control Risk

If in your judgement any of the numbered risks are not adequately controlled what could you reasonably do to prevent harm occurring to anyone. Priority goes to risk affecting large numbers or those risks highly likely to occur and result in serious harm. Apply the principles of risk in the following order. Can the risk be eliminated, substituted (with something less harmful), separated (from people using a barrier), following a safe system of work and/or using personal protective equipment or clothing. Do not overlook training or facilities. List below the risks not adequately controlled and the action you will take to prevent harm. If action is required from other agencies/people list below.

Assessor Name (Please print)

Signature

Role

Date