

Health and Safety Check/ Risk Assessment Note for Peacock Arts Trail Participants

What is a Health and Safety Check/ Risk Assessment?

Since your venue will be opened to the public, you will need to have Public Liability Insurance. We also recommend that you prepare some form of Risk Assessment to ensure yourself and the public are properly protected.

We understand that the public are in the artists' studios – it can be an environment which contains hazards. We all know that it is impossible to create a risk free environment, therefore, sensible Risk Assessment is about managing risks but not eliminating them.

Risk Assessments can be carried out at different levels - you may only need to take 15 minutes to undertake a simple one at the basic level. A template is included as reference. After you have done the Risk Assessment, please keep it safely with your PLI note/certificate.

These notes and the template have been created by the Peacock Arts Trail for reference only, in relation to the Open Studios event. Please contact us if you need any further advice on Health & Safety issues or alternatively please contact the Health and Safety Executive Infoline on 0845 345 0055 or visit their website www.hse.gov.uk for further assistance.

Risk Assessment for: [venue no and address]

Carried out by: [Artist's name]

Date:

| List significant hazards | What injury of accident may be caused | Identify those at risk (elderly, young people, children, visitors, artists) | List existing control to reduce the risk and categorize them (H, M, L) | List actions necessary to reduce risk (eg. Verbal warning, signage, restricted area) |
|---|--|--|---|---|
| Electricity cable | | | | |
| Equipment - secure? Safe? Appropriately installer? | | | | |
| Displays, finishing pieces etc. | | | | |
| Floors, paths, steps, rugs etc. | | | | |
| Sharp objects | | | | |
| Dangerous Substances | | | | |
| Work in progress | | | | |
| Furniture, lighting | | | | |
| Other identifies hazard (please specify) | | | | |