

Event Risk Assessment



Event : Quayside

Date of Event: 12th September 2026

Location: Victoria Quays, Sheffield

Stall Name: The Twisted Sister

Prepared By: Lindsey Hill

Date of Assessment: 15th August 2026

Hazard	Risk	People at Risk	Actions to take	Risk if actions taken
Trip Hazards	Customers/staff tripping over cables or stock	Stallholders, visitors	Secure all cables, keep walkways clear, ensure floor area is clear (boxes under tables etc), remain vigilant and continuously check for hazards	Low
Weather Conditions (if outdoors)	Wind causing items to fall/blow away, rain making surfaces slippery	Stallholders, visitors	Secure displays, use weights for gazebo, ensure items are attached to gazebo are secure, monitor weather and take down anything that could pose a risk	Low (raises to moderate in bad weather)
Fire Risk	Use of electrical items or flames	Stallholders, visitors	No open flames, no electrical items, use battery powered lights If electricity is provided by the event organiser all equipment will be safety checked	Low

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Manual Handling	Lifting heavy boxes leading to injury	Stallholders	Use proper lifting techniques, avoid overloading, use of trolleys/trug when necessary	Low
Crowd Congestion	Overcrowding at stall causing safety issues	Stallholders, visitors	Arrange stall for easy flow, limit numbers if necessary, remain vigilant	Low
Hot Food/Drinks	Risk of burns or slip hazards from food or drink spillages	Stallholders, visitors	All drinks and food to be stored and consumed away from areas the public can access, care taken to clear up any spillage immediately	Low
Working near moving vehicles	Set up and set down of stall may take place when vehicles are moving on and around the site	Stallholders	Be aware and remain vigilant, wherever possible face moving traffic	Low
Payment Handling	Theft or loss of cash/card reader	Stallholders	Keep cash secure, use card payments where possible	Low
Display stands	Falling stock or displays causing injury	Stallholders, visitors	Secure all displays properly, avoid stacking heavy items high	Low