

**RISK ASSESSMENT FORM**  
Indoor/outdoor events

Template for a Risk Assessment for a Stall at an Indoor/outdoor Event (market, craft fair or other such event where the stall will be indoors/outdoors)								
APRIL - SEPTEMBER 2025								
Event		Stall Set Up			Completed by Date:		Signature	
Market Location: QUAYSIDE		Tables, display stands, sale produce, craft demonstrations, observation, honey or food tasting			Name S Khan Date:		SHEHROSE KHAN	
Market Date: APRIL - SEPTEMBER 2025								
Hazard	Initial Risk Level	Outcome	Persons at risk:	Risk measures taken:	Further action:	Final risk level	Person responsible	Checked
1	Site/event related hazards	TBC	Accident or injury	Stallholder*	Liaise with site owner/event organiser to determine possible on-site hazards and presence of on-site first aid/medical support. Include details in event specific risk assessment which is to be circulated to all stallholders*.		TBC	Event Organiser
2	Transport, setting up	Medium	Injury due to accident.	Stallholder*	Stow equipment securely during transport to avoid movement/breakage in case of heavy braking. Move items in manageable		Low	Stallholder*

	and dismantling				loads - avoid lifting overheavy loads. Ensure table legs are locked in position. If outside and using a gazebo, gazebo to be made secure with pegging / tie down.				
3	Fire	Low	Burns, smoke inhalation	Stallholder*, general public	No smoking, no flammable substances or open flames indoors. It is anticipated that the venue will provide general fire-fighting equipment and marshals in the event of a fire on site.	Stallholder* to familiarise themselves with the venue's fire safety procedures.	Low	Stallholder*	
4	Observation	Medium		Stallholder*, general public	Ensure viewing point is secure and stable during the demonstration.	No sharp objects to be left unattended.	Low	Stallholder*	
5	Free standing displays	Medium	Tipping, blown or knocked over and hitting people	Stallholder*, general public	All display signs to be secured, if necessary, with weights or pegs.		Low	Stallholder*	
6	Slips, trips and falls	Medium	Injury due to accident.	Stallholder*, general public	Avoid wires and cables that could be tripped over. Keep areas tidy and store boxes under tables.	Ensure trip hazards such as cables are clearly visible.	Low	Stallholder*	
7	Falling objects	Medium	Injury due to accident.	Stallholder*, general public	Ensure tables are stable on the ground before loading them with items. Ensure stacked items are stable.		Low	Stallholder*	
8	Breakable items	Medium	Cuts from broken glass or pots	Stallholder*, general public	Ensure breakable items (e.g. glass) are secure during transport. Place fragile items away from the edges of the table. Ensure any table coverings are firmly attached to table.	Be prepared for cleaning up should an accident happen and ensure that you have suitable cleaning materials available.	Low	Stallholder*	
9	Hazardous substances	Low	Ill effect on health.	Stallholder*, general public	No use of hazardous substances is expected. None to be brought to site without clearance from the organisers.		Low	Stallholder*	
10	Electrical	Low	Electric shock	Stallholder*, general public	No electricity generator equipment to be taken onsite. Personal mains powered		Low	Stallholder*	

					equipment should be used only with site owner/event organiser permission.				
11	Working alone	Medium	No assistance in case of accident or problem.	Stallholder*	At least two persons to be present at all times except for short periods (e.g. toilet break). Be aware of people around (e.g. other stall holders) who can help if necessary. Keep money out of sight.	Stallholder* to familiarise themselves with the organisers' security procedures.	Low	Stallholder*	
12							Low	Stallholder*	
13							Low	Stallholder*	
14							Low	Stallholder*	

Name (please use block capitals): SHEHROSE KHAN\_\_\_\_\_ Trading as: THE KASHMIRI GUYS\_\_\_\_\_