

Risk assessment for XXXXXXXX EVENT NAME, EVENT VENUE, DATE

Risk assessment completed by YOUR NAME, YOUR ORGANISATION, YOUR CONTACT DETAILS

Level of risk:

1 = very low risk, easily manageable

2 = some risk identified, manageable

3 = medium risk requires careful management or alternative planning

4 = high risk requiring careful management or alternative planning

5 = high risk, may require contingency or cancellation as a result

<b>What are the hazards?</b>	<b>Who might be harmed and how?</b>	<b>What are you already doing?</b>	<b>Do you need to do anything else to control this risk?</b>	<b>Action by who?</b>	<b>Level of risk</b>