

Noak Bridge Parish Council – Risk Assessment November 2016

Erection and dismantling of Christmas tree

Status	Risk Description	Likelihood	Measures taken	Review/Assess/Revise/Recommend
Safety and Legal	Personnel may injure themselves whilst erecting or dismantling the tree.	Medium	Councillors are covered by personal accident insurance. Volunteers are also covered for personal accident insurance provided they act at the sole request and under control of the Council.	<ul style="list-style-type: none"> • Volunteers to be provided with copy of this risk assessment in advance and asked to comply. • Volunteers should advise Council of any pre-existing medical conditions. • Council to supervise and allocate tasks accordingly. • Review annually.
Safety And Legal	Personnel may be injured whilst attaching top lights	Medium	Top lights to be attached to tree whilst on ground.	As above.
Safety And Legal	Personnel/parishioners may get injury/electric shock from lights	Medium	<p>Lights must be specifically for outside use and manufactured to appropriate British Standard.</p> <p>Sockets must be inside lockable weatherproof locker</p>	Pole circuit breaker to be inspected and checked every 2 years by a qualified electrician. (Due 2018).