

# STORRINGTON CAMERA CLUB - Risk Assessment for Exhibition 4 – 15 September 2024

What are the hazards?	Who might be harmed and how?	What are you already doing to control the risks?	What further action do you need to take to control the risks?	Who needs to carry out the action?	When is the action needed by?
<b>Use of Display boards</b>	Members and Visitors – Tripping over display boards or hit by items falling from the boards	<ul style="list-style-type: none"> <li>- Display boards to be put into zigzag, square or other configuration to aid stability.</li> <li>-Cable ties or similar used where required to prevent boards from becoming detached.</li> <li>- Items securely fastened to boards with Velcro or clips</li> <li>- Members encouraged to use plastic glazing for any framed items</li> </ul>	Daily check by stewards at start of each day		
<b>Use of electrical equipment</b>	Members/visitors electric shock	<p>Users understand electrical safety requirements.</p> <p>Visual inspection of equipment before use.</p> <p>Assumption that venue electrical system conforms to regulations</p>	None		
<b>Trailing electric cable</b>	Members/visitors trips or falls	cables are appropriately covered during set up	None		
<b>Fire</b>	Members/visitors burns, smoke inhalation, death	Familiarise with venue fire safety procedures including fire exits and muster points			
<b>Catering</b>	Members burns, scalds, trips and falls	<del>All users to be familiar with operation of kitchen equipment</del>	All catering is responsibility of venue owner		

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		Duty personnel to ensure limited access to kitchen			
			Avoid congestion when equipment is being used		
			Advise members not to attend if unwell or displaying Covid 19 symptoms as advised from time to time.		
<b>Covid 19</b>	Members/visitors risk of infection	Follow venue requirements as regards mask wearing and cleaning		Common Practice, no need for action	