

# VentureFest South Risk Assessment



<b>Event Name:</b> Venturefest South / Festival of Innovation
<b>Event Date:</b> Thursday 21 <sup>st</sup> October 2021
<b>Venue Name:</b> Ageas Bowl
<b>Date assessment completed:</b> 28.09.21
<b>Organiser:</b> Hampshire Conference Bureau & production by ESL

Hazard	Risk	Who affected?	Risk rating	Action taken
			Low/Medium/High	
<b>Crowds</b>	Crushing/ pushing/ injury	All attendees	Low	Adherence to Fire safety procedures, ensuring events are not over capacity. Crowds are not anticipated.
<b>Electrical appliances</b>	Electrocution	All	Low	Ensure all electrical appliances have been safety checked and in date PAT certificates on all electrical items being used on site by exhibitors and suppliers. Suppliers ESL will have an electrician on site and will provide full RAMS and BS7909 power distribution sign off before the show opens to the public.
<b>Covid 19</b>	Infection	All attendees	Low	<p>Measures are in place and will be communicated to all delegates, partners, sponsors and exhibitors attending the event, who can only attending if they can supply proof of:</p> <ul style="list-style-type: none"> <li>• Covid Passport (2 vaccinations) or a negative lateral flow test results taken no more than 48 hours of arriving at the event and results registered on the .gov website.</li> <li>• Please do not attend this event if you are displaying any symptoms of Covid 19.</li> </ul> <p>Masks are optional and available from event registration. Hand sanitiser is available throughout the venue. Guests are encouraged to check in using NHS Track and Trace. The venue cleaning staff will be cleaning surfaces and facilities on a regular basis during the event. A first aid responder will be onsite at the event throughout.</p>
<b>Chemicals / Flammable or Hazardous Substances</b>	Corrosion, fire, damages resulting from incorrect use	N/A	N/A	Exhibitors and visitors are not permitted to use any hazardous substances on site.
<b>Equipment /Tools</b>	Injury	All	Low	Exhibitors will not be permitted to bring hazardous equipment without prior arrangement and handling training.

<b>Fire</b>	Burning/ death	All	Low	All fire safety elements are in place at the venue i.e. fire extinguishers, fire exits are not blocked etc. The venue will ensure fire safety is adhered to. Evacuation points are clearly marked and security and event staff will assist with evacuation.
<b>Food (preparation, handling, hygiene)</b>	Food poisoning/ allergic reaction	Exhibitors	Low	All food products labelled correctly, food that is served hot will be prepared in a commercial kitchen/ by someone with a food hygiene safety certificate and be served within 30 minutes of it being removed from a hot environment. Allergies will be visible on all food packaging. A first responder will be onsite for any allergy reactions.
<b>Manual Handling - Carrying/Lifting</b>	Injury to self/ others	Exhibitors	Low	Manual handling regulations should be followed at all times by exhibitors. A first aider will be on site for this event provided by the venue.
<b>Sharp Objects</b>	Cuts, lacerations & infection	N/A	N/A	There are no areas at this event with any potential hazard. A first aider & first aid kit are available on site provided by venue.
<b>Slips, Trips and Falls</b>	Contusions, lacerations, sprains, breaks, concussion	All	Low	The venue will ensure areas are suitably clear of any potential hazard. A first aider will be on site for this event provided by the venue.  Moxhams Production are on site providing production support and electrical distribution all wires and leads will be secured with tape or rubber matting (See Moxhams Risk Assessment).
<b>Allergies</b>	Anaphylaxis	All	Low	Correct labelling on any food products, organisers will be made aware of any existing allergies. A first aider will be on site for this event provided by both the venue and the event management team.

**(S)- SEVERITY of a hazard X (L) - LIKELIHOOD of occurrence = TOTAL RISK (T)**

**Total Risk Rating:**

High risk rating	Must be corrected immediately
Medium risk rating	Risk should be reduced as soon as practicable
Low risk rating	No action required

<b>First Aid</b>	<b>All injuries will be recorded on site by the venue</b>	<b>Low</b>	<b>First Aiders On Site</b>  Medi 4 x 1 First Response First Aider on site 08:30-16:30
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