

Summer Event Risk Assessment



Use this risk assessment to help you understand the risks and any steps you need to take to stay safe before leading a group outing.

Please complete a copy for every event and keep this for one year after the date of the event.

Event Leader		Date of Event	
Event Title		Date of Assessment	

Possible Hazards	Who might be harmed and how?	Ways to control Risk	Action Taken
Bad Weather	SIPC Members – risk of illness and injury, risk of being stranded.	Check the weather forecast and postpone/cancel if necessary.	<input type="checkbox"/>
		Advise members to bring suitable clothing for the conditions.	<input type="checkbox"/>
		Advise members to bring suitable covering to protect camera equipment.	<input type="checkbox"/>
Busy Roads	SIPC Members – risk of vehicle collisions	Avoid routes along busy roads where possible.	<input type="checkbox"/>
Steep, slippery or muddy walks	SIPC Members – risk of trip/slips	Avoid muddy/slippery sections.	<input type="checkbox"/>
		Advise members to bring suitable footwear.	<input type="checkbox"/>
Livestock	SIPC Members – risk of injury. Risk of property damage if livestock escape.	Cross fields with livestock calmly and quietly, keeping the group together. Be prepared to divert around livestock if necessary.	<input type="checkbox"/>
		Follow the Countryside Code. Leave gates and property as you find them.	<input type="checkbox"/>
Deep or fast flowing Water	SIPC Members – risk of injury/damage to clothing and equipment	Avoid routes too close to deep or fast flowing water.	<input type="checkbox"/>
Tripods	SIPC Members – risk of injury/damage to clothing and equipment	Keep distance from other member’s tripods to avoid tripping over and damaging equipment.	<input type="checkbox"/>

Transmission of COVID-19 through close contact / meeting people	SIPC Members and members of the public	Plan the event for a less busy time	<input type="checkbox"/>
		Limit numbers attending according to government guidelines	<input type="checkbox"/>
		Remind members to not attend if they have any Covid-19 symptoms.	<input type="checkbox"/>
		Avoid particularly busy or narrow routes where physical distancing is not possible	<input type="checkbox"/>
		Remind members beforehand about the guidelines, including travel, social distancing and discouraging car sharing.	<input type="checkbox"/>
		Remind members to carry face coverings	<input type="checkbox"/>
		Ensure you keep a record of who attended the event for contact tracing.	<input type="checkbox"/>
Transmission of COVID-19 through touching gates, stiles, fences or equipment	SIPC Members and members of the public	Avoid touching gates, stiles, fences or equipment where possible.	<input type="checkbox"/>
		Suggest members bring hand sanitiser.	<input type="checkbox"/>
		Advise members to not share food, drink or equipment such as camera equipment.	<input type="checkbox"/>
(Please add more lines if needed)			

Please return completed forms to the SIPC Club Secretary.