

## RISK ASSESSMENT FOR MOBILE CHRISTMAS FLOAT: COLLECTING

What Are The Hazards?	Who might be harmed & how?	What are you already doing?	Do you need to do anything else?	Action by?	When?
Movement of Float from storage, around the selected housing area, and return to storage	Driver, helpers, general public may suffer serious, possibly fatal, injury if struck by the towing vehicle or the float.	<ul style="list-style-type: none"> <li>■■ Float storage well lit. Housing areas also well lit</li> <li>■■ Movement from store and back into store undertaken by people experienced with the float and the towing vehicle, and away from members of the general public.</li> <li>■■ High-visibility jackets worn by all helpers</li> <li>■■ Santa/ collectors to be transported in a safe manner to the collection route</li> <li>■■ When touring housing areas, nominated person at the back of the float gives permission for the float to start moving.</li> <li>■■ No member of the general public to be aboard the float when it is moving</li> <li>■■ No-one is to travel in the float when it is moving in excess of 20 mph</li> </ul>	■■ No further action at this stage		
Manual handling, moving float	Driver or helpers risk injuries or back-pain from handling heavy or awkward objects.	■■ Driver and helpers familiar with the mobile float and appropriate safe manual handling techniques	■■ Ensure one of helpers observes process to check appropriate steps taken		
Coupling and uncoupling	Driver or others may suffer serious crush injuries if trapped by moving float or tractor unit.	■■ Driver follows safe systems of work for coupling/uncoupling	■■ Ensure one of helpers observes process to check appropriate steps taken		
Unfamiliarity with risks at storage site, housing areas	Driver or others may suffer injury or ill health through lack of awareness of risks at storage site or in housing areas.	<ul style="list-style-type: none"> <li>■■ Driver and helpers well aware of relevant safety issues at storage site</li> <li>■■ Float routes travelled before the event, so risks identified and appropriately managed</li> </ul>	■■ No further action at this stage		
Falls from vehicles	Driver or helpers may suffer serious, possibly fatal, injuries if they fall from the towing vehicle or the float.	<ul style="list-style-type: none"> <li>■■ Helpers working on the float is aware of the risks.</li> <li>■■ If there is a member of the general public on the float, there are two Rotary or Round Table associated adults available to help them get on and off the float, if deemed safe. Nobody is allowed to jump off the float. At no time is Santa or a single helper alone with a member of the general public on the float.</li> </ul>	■■ No further action at this stage		

## RISK ASSESSMENT FOR MOBILE CHRISTMAS FLOAT: COLLECTING

What Are The Hazards?	Who might be harmed & how?	What are you already doing?	Do you need to do anything else?	Action by?	When?
Slips and trips	Someone may suffer injuries such as fractures or bruising if they slip on spillages or trip over objects.	<ul style="list-style-type: none"> <li>■■ Driver and all helpers wear strong, comfortable footwear with a good grip.</li> </ul>	<ul style="list-style-type: none"> <li>■■ No further action at this stage</li> </ul>		
Driver fatigue	Driver/other road users may suffer serious injury if road accident results from fatigue.	<ul style="list-style-type: none"> <li>■■ Driver aware of need to take break if they become tired whilst driving – though journey between the farm where the static float is stored and the ASDA store is less than 20 miles</li> </ul>	<ul style="list-style-type: none"> <li>■■ Driver will call for competent stand-in if feeling ill</li> </ul>		
Fire during refuelling of vehicle.	Driver and others risk possibly fatal injury from burns/smoke inhalation if there is a fire on the vehicle.	<ul style="list-style-type: none"> <li>■■ Refuelling takes place before visiting collection areas, using filling stations which have established fire safety systems in place.</li> <li>■■ Driver of vehicle towing mobile float aware of fire risk, carries CO2 fire extinguisher on vehicle, and can undertake the necessary action.</li> </ul>	<ul style="list-style-type: none"> <li>■■ No further action at this stage</li> </ul>		
Door to door collection	Collectors/ general public	<ul style="list-style-type: none"> <li>■■ Collectors wear Hi Visibility jackets</li> <li>■■ Collectors to carry a torch to assist in poorly lit pathways, and wear appropriate clothing for the weather conditions</li> <li>■■ Maintain visual contact between collectors where possible, and keep to the general vicinity of the float.</li> </ul>	<ul style="list-style-type: none"> <li>■■ No further action at this stage</li> </ul>		
Interaction with children: Photography/ Sweets	Child/ children/ adults wishing to take photographs with Santa Children may be offered sweets	<ul style="list-style-type: none"> <li>■■ All adults/ children to be assisted into and off the float if deemed safe; children are the responsibility of the attending adult – also adults select sweets, so no allergy issues.</li> <li>■■ Driver shall not move the float with helpers or members of the general public on board the float.</li> <li>■■ Note: DBS checks are not required for Santa or the helpers. The Agency ruling is on file.</li> </ul>	<ul style="list-style-type: none"> <li>■■ No further action at this stage</li> </ul>		
Theft or attempted theft of collection	Rotarians/ Round Tablers/ Helpers	<ul style="list-style-type: none"> <li>■■ Wear Hi Visibility jackets</li> <li>■■ Maintain visual contact between collectors where possible</li> <li>■■ Collection to be kept in possession of collector or in a safe location within the towing vehicle</li> <li>■■ If approached by thief to give up the collection money, immediately contact the police.</li> </ul>	<ul style="list-style-type: none"> <li>■■ No further action at this stage</li> <li>■■ Consider provision of personal alarm for Santa and collectors</li> </ul>		