

















Train Walk – risk assessment

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NAME OF TRAIN WALK	NAME OF ORGANISER	CONTACT NUMBER

LOCATION OF TRAIN WALK	DATE OF TRAIN WALK	NUMBER OF PEOPLE EXPECTED	TIME OF TRAIN WALK

Risk Assessment					Risk Management			
What is the hazard	Who is at risk?	How likely is it to happen?	Likelihood rating 	How severe would it be? 	What is the risk? (L/M/H)	What will you do to prevent this?	Who will do this and when?	Is it done?
			○	○				
			○	○				
			○	○				
			○	○				

Risk Assessment					Risk Management			
What is the hazard	Who is at risk?	How likely is it to happen?	Likelihood rating 	How severe would it be? 	What is the risk? (L/M/H)	What will you do to prevent this?	Who will do this and when?	Is it done? With this change, what is the risk now?
								
								
								
								
								
								



Filling in your risk assessment

Carrying out a risk assessment doesn't need to be a complicated activity and we've done everything we can to make it as easy as possible for you.

If you are holding a Train Walk involving just a sponsored walk, you won't need to fill in this form. Just make sure you've read through the safety signals in the guide and have done what you need to do following that. If you are doing other activities, this form will help you make sure you've thought of all the potential risks. Remember, the purpose of a risk assessment is to identify what hazards there are, identify the true risk and to do what is reasonably practicable to eliminate or reduce the risk.

What significant hazards are there?

Look at all your activities you are planning. What significant hazards are there? Consider:

- > **Activities you are planning**
- > **Food and drink you will be serving**
- > **The environment in which the event will be held**
- > **The children attending your event**

Also add within this section what the reasonably foreseeable worst case injury could be.

Who is at risk?

Write in this column who is at risk.

How likely is it to happen?

If there are any examples of previous accidents or near misses, write them in here. If there are any existing precautions in place, write them here too.

Likelihood

Give the likelihood a rating where = remote, = possible and = probable.

Severity

Give the severity a rating where = low (minor injury resulting in first aid only), = medium (hazard could lead to medical attention being required) and = high (potential for death, severe injury, disability or illness).

What is the risk?

Put your circles together: or is **low**, or is **medium** and or is **high** risk.

What will you do to prevent this?

If you can **eliminate** the risk, this is the best thing to do. Next, try to **substitute** the thing creating the risk for something that is lower risk. If this isn't possible, try to **contain** the hazard. Next you could try to **alter** the way in which the activity is done to reduce the risk. If none of these are reasonable, then make sure you **brief or educate** your train walkers so they are aware of the risk, **supervise** the activity or provide **protective equipment**.

In reality, you will probably need a combination of these.

Who will do this and when?

Decide who will be responsible for doing whatever you decide to do to reduce the risk. Give it a deadline.

Is it done?

Tick off the item when it is completed.

For further help and advice on fundraising events contact:

Institute of Fundraising
www.institute-of-fundraising.org.uk
020 7840 1000

Food Standards Agency
www.eatwell.gov.uk/keepingfoodsafes

Health and Safety Executive
www.hse.gov.uk

Charities Safety Group
www.csg.org.uk

