



CLUB HEALTH AND SAFETY FORM

You **MUST** complete, sign and return this form to classicfordshow@kelsey.co.uk.
We will not send out any tickets or passes for the event until this form has been received.

CLUB NAME:

PRINT NAME:

SIGNATURE:

DATE:

PLEASE COMPLETE THIS HEALTH AND SAFETY FORM FULLY

1. List all potential hazards on your stand
2. Identify who is at risk
3. Use the risk matrix below to calculate the risk rating. **Any risk rating above 2 are unacceptable.**
4. List what control measures will be used to reduce the risk.
5. Assess what risk remains once control measures are in place.
6. List what further action will be taken if any is required.

HAZARD (Anything likely to cause harm)	PERSON AT RISK	RISK RATING (See key below)			CONTROL MEASURES	REMAINING RISK			FURTHER ACTION NEEDED
		Likelihood	Severity	Risk		Likelihood	Severity	Risk	
<i>Example: Marquee blowing over</i>	<i>Employee Public Contractor</i>	<i>M</i>	<i>M</i>	<i>3</i>	<i>Competent person to erect and secure marquee</i>	<i>L</i>	<i>M</i>	<i>2</i>	<i>N/A</i>

KEY

LIKELIHOOD:

- High:** Certain or near certain
- Medium:** Reasonably likely
- Low:** Very seldom or never

SEVERITY

- High:** Fatality or major injury causing long-term disability
- Medium:** Injury or illness causing short-term disability
- Low:** Other injury or illness

RISK RATING MATRIX

(For example, High Likelihood and Low Severity gives a risk rating of 3)

		Likelihood		
		H	M	L
Severity	H	6	4	3
	M	4	3	2
	L	3	2	1