



**Remembrance Day Service  
Sunday 8 November 2020 - Risk  
Assessment including COVID-19**

**Risk Assessor:**

**Date of Risk Assessment:**

**Date of Review:**

Activity	Potential Hazards Examples	Risks posed	Control Measures Examples	Risk Level High (H), Medium (M), Low (L)	Additional measures Examples
Walking to and from the War Memorial	Risk of injury to marshals and participants – this could include on-lookers and visitors	Road Traffic Incident	Temporary Road Closure before, during and after the service	L	Marshals to enforce the temp road closure. Ensure road closure sign notices are displayed prior to the event and posted to the affected houses along the road closure route. Ensure the Marshals are in place and have been briefed prior to the event. If an incident occurs, halt the service and where necessary move public and participants onto the pavement until a decision is made as to continue the service or not.

Emergency situation / procedure	Requirement of emergency services whilst the temp road closure is in place	Barriers not being moved to let the emergency services through  Injury to persons by the vehicle	All marshals to have a mobile phone and contact details provided to all marshals and the co-ordinators of the event. All marshals to be aware of the nearest vehicle access. First Aider to be present. Knowledge of emergency numbers. All marshals to move participants onto the pavements.	L	Emergency services to be notified of the event and the road closure information beforehand
Trip or injury	Attendees may slip, trip or fall	Injury	Check weather forecast. Check conditions underfoot – barrier off any areas of concern. Have a First Aider present.	L	
Adverse weather conditions	Ice, snow, debris blowing, rain, lightening	Slips and trips, injury	Check conditions. Have a shelter for the PA equipment and speakers. Have a First Aider present.	L	Review the likely affect of any adverse weather and plan accordingly – warn participants of the conditions

Care of children	Children possibly attending the event from Brownies, Guides, Beavers, Cubs, Scouts, Army Cadets and children of attendees	General injuries	Clearly identified marshals in place in reflective jackets. Group Leaders present and responsible for the children. Parents responsible for non-group children attending.	L	
Vehicle movement from dwelling or parking space in the road closure	Struck by a reversing / moving vehicle	Injury	Marshals clearly identified by Hi Vis Vests to take charge in the event of an un-expected vehicle movement	L	
Close contact with non-family members	Spread of COVID-19 by close contact	Coronavirus Disease	Announcements to remind participants that COVID-19 is still active. Press announcement prior to event reminding attendees to avoid close contact	L	

**Marshals:**

Will be at the following locations:

**First Aid:**

Located at:

*Any views or opinions expressed in this document are for guidance only and are not intended as a substitute for appropriate professional advice. We have taken all reasonable steps to ensure the information contained herein is accurate at the time of writing. In relation to any particular risk assessment issues, readers are advised to seek specific advice.*

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