

Risk Assessment: Good Vibrations Launch Party at Eureka Naturalist Club

Crowd Management:

Hazard: Overcrowding in event areas, leading to potential safety hazards.

Risk Level: Moderate

Control Measures:

- Implement a system to track and limit the number of attendees to prevent overcrowding:
- Utilise a ticketing or registration system with a set capacity limit.
- Monitor attendance in real-time to ensure compliance with capacity restrictions.
- Clearly mark emergency exits and ensure they are unobstructed at all times:
- Install clear signage indicating emergency exit routes.
- Regularly inspect and maintain exit paths, keeping them clear of any obstructions.
- Train event staff on emergency procedures and crowd management techniques:
- Conduct comprehensive training sessions for staff on crowd control and emergency response protocols.
- Designate staff members responsible for managing crowd flow and addressing any safety concerns.
- Deploy an adequate number of marshals to monitor and manage the event areas:
- Assign trained marshals to different sections of the venue to ensure effective crowd monitoring.
- Position marshals at key points, such as entrances, stages, and high-traffic areas, to guide attendees and address any issues promptly.

Trips, Slips, and Falls:

Hazard: Uneven terrain in outdoor areas.

Risk Level: Low

Control Measures:

- Conduct a thorough inspection of the event areas to identify and rectify potential trip hazards:
- Regularly inspect the grounds, pathways, and event spaces for any uneven surfaces or trip hazards.
- Repair or mark any uneven surfaces to increase visibility and prevent accidents.
- Ensure adequate lighting in all event areas, especially in outdoor sections:
- Install sufficient lighting throughout the venue, paying close attention to pathways, stairs, and areas with potential trip hazards.
- Conduct regular checks to ensure all lights are functional and replace any faulty bulbs promptly.
- Clear pathways of obstacles and debris regularly:
- Assign staff members to regularly monitor and clear pathways of any obstacles or debris.
- Provide sufficient waste bins and signage to encourage attendees to dispose of waste properly.

Fire Safety:

Hazard: Risk of fire due to outdoor stages, lighting equipment, or cooking areas.

Risk Level: Moderate

Control Measures:

- Develop and implement a fire safety plan, including proper storage of flammable materials, placement of fire extinguishers, and emergency response procedures:
- Store flammable materials in designated areas away from sources of ignition.
- Install fire extinguishers in accessible locations, ensuring they are regularly maintained and fully functional.
- Establish clear protocols and communication channels to respond to fire incidents swiftly.
- Conduct fire safety drills and ensure staff members are trained in fire prevention and evacuation protocols:
- Conduct regular fire safety drills to familiarise staff with evacuation routes and procedures.
- Provide training on fire prevention measures, such as the safe use of electrical equipment and smoking restrictions.
- Designate specific staff members responsible for initiating emergency procedures in the event of a fire.

Noise and Sound Management:

Hazard: Excessive noise levels affecting nearby residential areas.

Risk Level: Low

Control Measures:

- Conduct sound checks and adhere to local noise regulations to minimise disturbance to nearby residential areas:
- Conduct sound tests and measurements to ensure compliance with permitted noise levels.
- Position speakers and sound systems strategically to minimise noise propagation beyond the event boundaries.
- Implement sound barriers or acoustic measures to control noise levels:
- Install temporary sound barriers, such as fencing or sound-absorbing materials, to contain sound within the event area.
- Utilise directional speakers and adjust their positioning to focus sound projection towards the audience area.

Alcohol-related Incidents:

Hazard: Intoxication leading to disruptive behaviour or accidents.

Risk Level: Moderate

Control Measures:

- Enforce responsible alcohol service practices, including monitoring alcohol consumption and identifying intoxicated individuals:
- Train bar staff to recognise signs of intoxication and refuse service to individuals who are visibly impaired.
- Implement drink ticket systems or limits to regulate alcohol consumption.
- Provide non-alcoholic beverage options and encourage responsible drinking.
- Train bar staff in responsible alcohol service and identify procedures to handle potential incidents:
- Provide staff training on responsible alcohol service, including techniques to de-escalate conflicts or handle disruptive behaviour.
- Establish clear communication channels between bar staff and security personnel to address potential alcohol-related incidents promptly.

Security and Safety:

Hazard: Unauthorised access or breaches in perimeter security.

Risk Level: Moderate

Control Measures:

- Employ licensed security personnel to maintain perimeter security and prevent unauthorised access:
- Hire trained security personnel who are experienced in event security.
- Position security staff at entrances, exits, and key access points to monitor and control entry.
- Implement bag checks or searches to ensure the safety of attendees:
- Conduct bag checks or body searches at entry points to prevent prohibited items from entering the event.
- Clearly communicate the security measures to attendees in advance to streamline the entry process.
- Encourage attendees to report any suspicious activity and maintain a visible security presence throughout the event:
- Display signage encouraging attendees to report any concerns or suspicious behaviour.
- Ensure security personnel are visible throughout the event area to deter potential security breaches and provide a sense of safety to attendees.

Medical Emergencies:

Hazard: Injuries or health issues requiring immediate medical attention.

Risk Level: Low

Control Measures:

- Ensure an adequate number of first aiders or medical professionals are present at the event:
- Assess the attendee-to-medical staff ratio based on anticipated attendance and the nature of the event.

- Coordinate with medical professionals or medical service providers to have qualified personnel on-site.
- Establish a well-equipped medical station to handle minor injuries or health issues:
- Set up a designated medical area equipped with necessary medical supplies and equipment.
- Ensure medical staff have access to communication devices to contact emergency services if required.
- Develop an emergency response plan and communicate it to all staff members:
- Create a comprehensive emergency response plan outlining procedures for medical emergencies, including communication, first aid, and emergency evacuation protocols.
- Train staff members on the emergency response plan to ensure a coordinated and efficient response to medical incidents.

Environmental Impact:

Hazard: Adverse environmental impact due to waste management and disposal.

Risk Level: Moderate

Control Measures:

- Provide sufficient waste disposal points and recycling facilities throughout the venue:
- Place clearly labelled waste bins and recycling stations at convenient locations throughout the event area.
- Empty waste bins regularly to prevent overflow and littering.
- Implement an incentive program to encourage attendees to clean up after themselves:
- Launch a waste management campaign that promotes responsible waste disposal and offers incentives, such as rewards or discounts, to attendees who actively participate.
- Provide attendees with designated waste collection bags and educate them about the importance of proper waste management.
- Raise awareness about environmental stewardship through signage and announcements:
- Display signage promoting environmentally friendly practices, including waste reduction, recycling, and conservation.
- Make announcements throughout the event, emphasising the event's commitment to sustainability and encouraging attendees to participate in eco-conscious behaviours.

Swimming Pool Safety:

Hazard: Drowning and water-related incidents in the swimming pool area.

Risk Level: High

Control Measures:

- Assign trained and certified lifeguards to monitor the pool area throughout the event.
- Clearly mark pool depths and boundaries with visible and legible signage.
- Ensure the pool is compliant with relevant safety regulations and secure entry/exit points.
- Provide flotation devices and lifesaving equipment in easily accessible locations.
- Enforce swimming competency requirements and designate specific areas for non-swimmers or children.
- Implement a buddy system for weaker swimmers.
- Conduct regular water quality checks and ensure proper pool maintenance.
- Display prominent and visible pool safety rules and guidelines.
- Provide clear instructions for emergency pool evacuations and procedures.
- Maintain clear visibility of the pool area, ensuring adequate lighting during the evening
- Educate attendees about pool safety and responsible swimming practices.

Jacuzzis, Saunas, and Wet Area Safety:

Hazard: Potential risks associated with the use of Jacuzzis, saunas, and wet areas.

Risk Level: Moderate

Control Measures:

- Provide clear safety guidelines and instructions for the use of Jacuzzis, saunas, and wet areas:
 - Display visible signage with rules and guidelines for the proper and safe use of the facilities.
 - Include information regarding recommended time limits, temperature restrictions, and health precautions.
- Regularly inspect and maintain Jacuzzis, saunas, and wet areas:
 - Conduct routine checks to ensure proper functioning, water quality, and cleanliness of the facilities.
 - Address any maintenance issues promptly to prevent accidents or equipment malfunctions.

- Staff supervision and training:
 - Assign trained staff members to monitor the Jacuzzis, saunas, and wet areas to ensure safety and provide assistance if needed.
 - Train staff on emergency procedures specific to the wet area, including responding to slips, falls, or other accidents.
- Temperature and ventilation control:
 - Monitor and maintain appropriate temperature levels in Jacuzzis, saunas, and wet areas to prevent overheating or discomfort.
 - Ensure proper ventilation to maintain a comfortable and safe environment.
- Promote personal hygiene:
 - Provide hand sanitisers or washing facilities near the wet area to promote hygiene practices.
 - Display reminders for attendees to shower before using the facilities to maintain cleanliness and prevent waterborne illnesses.
- Clear communication of safety guidelines:
 - Include safety guidelines for the wet area in event communications, websites, and printed materials to inform attendees before they enter.
 - Make announcements reminding attendees of safety precautions and proper use of the facilities.

Camping area

Hazard: Potential risks associated with camping facilities and activities.

Risk Level: Moderate

Control Measures:

- Adequate camping space and organisation:
 - Plan and allocate sufficient space for camping, ensuring it is suitable for the anticipated number of campers.
 - Clearly mark designated camping areas and provide sufficient spacing between tents.
- Communication and information:
 - Provide campers with comprehensive information regarding camping rules, regulations, and safety guidelines.
 - Communicate any specific hazards or considerations related to the camping area, such as terrain or wildlife.
- Fire safety:
 - Provide fire extinguishers and clearly mark their locations.
 - Inform all attendees that fire and cooking whilst on site are strictly prohibited.
- Tent safety and stability:
 - Encourage campers to properly set up and secure their tents to ensure stability and resistance to weather conditions.
 - Advise campers to avoid setting up tents under trees or in areas prone to falling branches or debris.
 - Inform campers about the importance of maintaining clear pathways between tents and emergency exits.
- Lighting and visibility:
 - Ensure adequate lighting in camping areas, especially near pathways, communal areas, and facilities like restrooms or showers.
 - Encourage campers to bring and use appropriate lighting devices, such as flashlights or lanterns, to navigate the camping area during nighttime.
- Personal security:
 - Promote personal safety measures, such as securing personal belongings and valuables, and discouraging unattended access to tents.
 - Encourage campers to be mindful of their surroundings and report any suspicious activity to event security.
- Sanitation and waste management:
 - Provide sufficient restroom facilities and ensure regular cleaning and maintenance.
 - Encourage campers to dispose of waste properly in designated bins or recycling facilities.
 - Promote cleanliness and hygiene practices, including handwashing stations and access to sanitation supplies.
- Emergency procedures and communication:
 - Establish clear procedures for handling emergencies in the camping area, including medical emergencies, severe weather events, or evacuation protocols.

- Communicate emergency contact information and instructions to campers, including how to reach event staff or security personnel.
- Post signage with emergency contact numbers and information in visible locations within the camping area.