

Event Risk Assessment

Likelihood		Impact	
1	Cannot Occur	1	Insignificant
2	Very unlikely	2	Minor
3	Unlikely	3	Moderate
4	Likely	4	Major
5	Almost certain	5	Catastrophic

Rating Bands (impact x likelihood)		
Low risk (1-8)	Medium risk (9-12)	High risk (15-25)
Event can proceed. Keep an eye out for any additional risks not factored into this assessment. Continue to review current controls.	Event can proceed, providing that reasonably practicable controls are put in place and are regularly reviewed.	You must not do the event until you have put in place controls which reduce the overall risk score to a low or medium level.

	5	5	10	15	20	25
	4	4	8	12	16	20
	3	3	6	9	12	15
	2	2	4	6	8	10
	1	1	2	3	4	5
	1	2	3	4	5	
Impact ↑						
	Likelihood →					

A risk assessment is the process used to identify what potential hazards exists, evaluate their risks, and decide what take steps to minimise harm. It's important to complete one before an event to ensure the safety of everyone involved, prevent accidents, and help the event run smoothly by planning ahead for any possible issues. It is your responsibility to make sure that your fundraising is safe, however we can provide advice if you need help reducing any risks.

The risk assessment includes a 'risk rating' method (by multiplying the impact by the likelihood) to give an overall measure of the importance of each hazard. Each hazard must be reviewed individually to ensure that all required actions have been taken to reduce the risk, so far as reasonably practicable. A risk rating of 15 or above represents a risk that requires action to avoid.

Name	
Date completed	
Description of event	

Facility/Activity	Potential Hazard	Person at risk	Precaution	Probability	Severity	Risk rating
Safety and environment	Trips, slips and falls					
	Manual handling (moving loads by hand or bodily force)					
	Adverse weather conditions (e.g. rain/heat)					
	Safety with vehicles					
Security and safeguarding	Physical and/or verbal assault					
	Child and vulnerable person protection					
	Prizes stolen, lost or mis-sold					
	Cash handling					
Infrastructure and emergency incidents	Electrical faults					
	Incident of fire					
	Bomb scare					
	Crowd management					

Health and wellbeing	Medical risk (e.g. seizure, choking, allergic reaction etc)					
	Food poisoning					
	Drugs and alcohol					
	Noise					
	Accessibility					
Any other recognised risks						

If you would like to talk through your fundraising and discuss any support you might need with controlling the risks of your event, please get in touch by emailing community.events@gosh.org or calling 020 3841 3131.