

FIREWORK & BONFIRE RISK ASSESSMENT GUIDANCE

Risk assessment is an essential tool when planning and setting up a display to ensure the smooth and safe operation of the event. Further guidance is available from the Health and Safety Executive. A free-to-download, web-friendly version of HSG 124 is available at

www.hse.gov.uk/pubns/books/hsg124.htm

Have you considered asking your supplier to let off the fireworks? YES / NO (If no, why?)

Do you have valid insurance? *(Please indicate policy number and expiry date.)*

THE GENERAL PRINCIPALS

- Identify hazards (The potential to cause harm)
- Who may be harmed and how? i.e. Firer's, stewards, members of the public, etc.
- How likely is it that someone will be harmed? (Low, Medium, High Risk)
- Are adequate controls in place?
- Are any additional controls required?

Hazard:	An activity or situation that has the potential to cause injury or ill health
Risk:	The likelihood of something going wrong and the seriousness of the outcome
(OHSAS 18001:1999)	

If your firework company is letting off the fireworks, please ignore Sections 2 & 3

SECTION 1: SITE	YES/NO OR DETAILS	DETAILS OF CONTROL MEASURES
Is the layout and size of the firing area adequate?		
How close to the firing area are spectators		
Is the fallout area adequate?		
Are there any overhead or adjacent obstructions?		
Are spectators prevented from accessing the firing, fall out and bonfire areas?		
Is there a traffic management plan?		
Is there suitable and sufficient car parking spaces available?		
If 'on street parking', is there sufficient access for emergency services?		

SECTION 2 : FIREWORKS	YES/NO	DETAILS OF CONTROL MEASURES
Are the fireworks in date and comply with BS7114 1988?		
Are there adequate storage facilities before and on the day of the display?		
Are there adequate instructions available?		

SECTION 3: COMPETENCE OF FIRER'S	YES/NO	DETAILS OF CONTROL MEASURES
Do they have previous experience?		
Will fireworks be lit by "portfire" device or similar?		
Is adequate protective clothing worn (gloves, goggles, hard hat etc.)?		
Have instructions been given regarding misfired and partly spent fireworks?		
Have these instructions been included in your plan?		
Have all firer's been adequately instructed in the firing sequence?		

SECTION 4: CROWD SAFETY	YES/NO	DETAILS OF CONTROL MEASURES
What is the expected crowd size?		
How many stewards are there? (1:250 stewards to crowd)		
Are there barriers provided where necessary?		
What emergency procedures are in place?		
Have all relevant emergency services been informed?		
Have you identified someone as an emergency site contact on the night? (state who and contact number)		
Have adequate first aid arrangements been made? i.e St Johns Ambulance, Red Cross etc.		
Have you considered the issue of sparkler safety?		
Do you propose to have a sparkler ban, if not, why?		
Would you consider encouraging the use of light sticks?		

SECTION 5: BONFIRES	YES/NO	DETAILS OF CONTROL MEASURES
Has a person been nominated to be responsible for the bonfire? Please state who & contact details.		
Has it been securely constructed?		
Does it contain dangerous rubbish e.g. foam filled furniture, aerosols etc?		
Is a safety check carried out to ensure there are no children or animals inside immediately prior to lighting?		
Is the bonfire suitably located and spectators kept at an appropriate distance?		
Are adequate procedures in place for emergencies (first aid, change in wind direction – smoke & embers blowing across the road etc.)?		

SECTION 6: FIRE SAFETY	YES/NO	DETAILS OF CONTROL MEASURES
Are there adequate number of extinguishers, sand/water buckets etc.?		
Are there adequate numbers of people trained to use the above?		
Is the fire fighting equipment suitably located (conspicuous and accessible)?		
Is the equipment subject to a service contract?		
What date was it last checked by a competent person?		

SECTION 7: ENVIRONMENT	YES/NO	DETAILS OF CONTROL MEASURES
Is there a procedure in place to modify or cancel the event?		
Are you confident that the display will not cause a statutory nuisance?		
Is there a risk to adjacent properties? If yes, can the risk be minimised?		
Is there a risk to pets and livestock close to your event?		

SECTION 8: OTHER RISKS
Please state any other risks you have identified below and the measures taken to minimise the risk.

NAME, ADDRESS & TELEPHONE NUMBER OF CONTACT PERSON	ADDRESS OF DISPLAY