

Risk Assessment	Live 9 Events Ltd
Activity	Fun Foods <i>This risk assessment applies to fun food equipment including popcorn warmers (pre-made popcorn), candy floss machines, slush machines and pick n mix stands.</i>

Assessor	Molly Huthwaite	Location of Assessment	NG12 3UL
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Risk Rating Matrix (RR)	Likelihood (L)		
Severity (S)	Certain or near certain to occur (High)	Reasonably likely to occur (Medium)	Unlikely to occur (Low)
Fatality; major injury or illness causing long term disability (High)	HIGH (H)	HIGH (H)	MEDIUM (M)
Injury or illness causing short term disability (Medium)	HIGH (H)	MEDIUM (M)	LOW (L)
Other Injury or illness (Low)	MEDIUM (M)	LOW (L)	LOW (L)

Hazards	Who is at risk?	Controls in place	L	S	RR
Loading, handling and transportation of equipment (Injuries caused by: heavy lifting, unacceptable access)	- Customers - Public - Employees/Staff	- All equipment must be handled correctly in line with manual handling. Only our staff should move the equipment. Manual handling should be reduced to a minimum by using the trolleys. - Ramps & lifts to be used where required and available. - All loads must be properly secured. - Where required, multiple persons must handle equipment. Individuals should not undertake anything that puts themselves or anyone else at risk. - Manual handling training is supplied to all staff annually. Under no circumstances shall anyone but our staff transport equipment.	L	M	Low
Installation of equipment on site (Injury caused by: debris, tripping over equipment, related injury)	- Customers - Public - Employees/Staff	- Equipment to be set up by trained staff only. - A final visual check is carried out after installation to ensure the equipment is safe for use.	L	M	Low
Electricity & cabling (Injuries caused by: trips, power cut-outs)	- Customers - Public - Employees/Staff	- Cabling must be routed away from walkways and protected where necessary. - Equipment must be PAT tested and visually inspected, with any defects removed from use until repaired.	L	M	Low

Operation of equipment on site (Injuries caused by: overcrowding of the area, lack of supervision, not following operating rules)	• Customers • Public • Employees/Staff	• Candy floss machines must be operated by trained staff at all times. • Slush machines, popcorn warmers and pick 'n' mix stands may be used without staff supervision and must be monitored by the hirer or a responsible adult. • Participants must not interfere with equipment. • A clear queue system must be maintained where required. • Participants must not overcrowd the area and must allow space between users.	L	M	Low
Injury through incorrect set up (Injury caused by: positioning)	• Customers • Public • Employees/Staff	• Equipment to be set up by trained staff only. • Once all items are set up a walk-around of the item is conducted by the staff member.	L	L	Low
Weather	• Customers • Public • Employees/Staff	• Equipment is designed primarily for indoor use. • If used outdoors, it must be fully covered and protected from weather.	L	L	Low
Overcrowding	• Customers • Public	• Number of participants must be controlled based on equipment type. • Only permitted users allowed at the serving area at one time. • Spectators must remain clear of the equipment.	L	L	Low
Generator and risk of fire (Injuries caused by: fire, heat)	• Customers • Public • Employees/Staff	• All Generators are filled with fuel before delivery. • All Generators must remain a minimum of 5m away from equipment, petrol generators should be in an off-fenced area. Under no circumstances should anyone other than our team enter the fenced-off area where the generator is. • No smoking or BBQs should be within 5m of the equipment. • All hires where petrol generators will be used will be set up with an earth rod and a fire extinguisher provided. • The diesel generator has a lockable door which the display is located behind, this helps to prevent tampering, the emergency stop button is located in an accessible area in the event of an emergency. • The diesel generator is trailer mounted and should be locked up using the hitch lock and wheel lock to prevent it being moved or stolen. • All spare fuel is stored in suitable marked containers and a safe location. All items must be switched off during refuelling.	L	M	Medium
Injury through equipment defect (Injuries caused by:	• Customers • Public	• All electrical equipment is inspected and PAT every 6 months. • All equipment has a visual inspection on set up and pack down, any dangerous defects are reported to the	L	M	Low

equipment integrity)	• Employees/Staff	operator and equipment is taken out of action until required remedial works have been carried out.			
Slips, Trips & Falls (Injuries caused by slippery floor or cabling)	• Customers • Public • Employees/Staff	• Area around the equipment must be kept clear of obstructions. • Spillages must be cleaned immediately. • Participants must remain aware of their surroundings.	L	M	Low
Warm / hot surfaces	• Customers	• Equipment surfaces may become warm or hot during use. • Participants must not touch internal or heated areas of the equipment. • Only trained staff may operate heated equipment. • Equipment must be allowed to cool before handling or packing away.	L	M	Low
Food contamination	• Customers • Public • Employees/Staff	• All food must be stored in sealed containers. • Pre-made popcorn must be handled hygienically when transferred or served. • Only trained staff may prepare or dispense food where applicable. • Serving utensils must be kept clean and not shared between products where possible.	M	M	Medium
Allergens	• Customers • Public • Employees/Staff	• All allergen information must be clearly displayed. • Ingredients must be kept separate to reduce cross-contamination. • Staff must be aware of allergen risks. • For pick n mix, multiple scoops/tongs must be provided to reduce cross contamination.	L	H	Medium
Hygiene	• Customers • Public • Employees/Staff	• Staff must maintain appropriate hand hygiene at all times. • Food preparation and serving areas must be kept clean and controlled.	L	M	Low
Slush drinks	• Customers	• Slush drinks must be prepared and dispensed in accordance with manufacturer guidance. • Equipment must be cleaned regularly to maintain hygiene standards. • Cups, straws and serving areas must be kept clean and hygienic. • Participants must use the machine as intended and not tamper with controls or dispensing areas. • Participants must not interfere with the machine. • No unauthorised products or substances are to be placed into the machine.	L	M	Low
Unsupervised use	• Customers	• Slush machines, popcorn warmers and pick n mix stands must be supervised by the hirer or a responsible adult when not operated by our staff.	L	H	Medium

		• Candy floss must not be used without trained staff present.			
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Date of Assessment	06/06/2019	Status	Completed By:
Re-assessment Date	17/02/2021	Complete	<i>M.Marriott</i>
Re-assessment Date	09/03/2023	Complete	<i>M.Huthwaite</i>
Re-assessment Date	13/05/2025	Complete	<i>M.Huthwaite</i>
Re-assessment Date	15/07/2026	Complete	<i>M.Huthwaite</i>
Re-assessment Date	14/07/2027		