

NATIONAL SWEET PEA SOCIETY EARLY NATIONAL SHOW RISK ASSESSMENT – revised 1 June 2022

<i>What are the hazards?</i>	<i>Who might be harmed and how?</i>	<i>Control measures (What are you already doing?)</i>	<i>Compliance monitoring (how and by whom?)</i>	<i>Contingency plans/ Actions in event of non-compliance (Action by whom? Action by when? Done)</i>
<p>Crowd Management</p>	<p>Members of the public exhibitors, volunteers The harm throughout the first section is: COVID-19 Viral infection.</p>	<p>Pinch points/junctions. During staging access to the marquee will be to exhibitors only. Assistants may be permitted if the hall is not full. At all times exhibitors will be socially distanced. Staging hours are long, 6pm to 8.45am so that staging times can be staggered. Extra staging space is outside the hall where there is a large amount of space. Sanitiser will be available at points where people may touch the same things, eg vases, water. Masks may be required if prevailing Regulations call for them.</p> <p>The marquee will be well ventilated at all times with doors open.</p> <p>When show is open to the public there is a long period of opening Wednesday</p>	<p>Head count system to be in place to ensure numbers attending do not exceed capacity (carried out by NSPS volunteers)</p>	<p>Actions in the event of more people turning up than have capacity to accommodate, a socially distanced queuing system will be put in place.</p> <p>Actions in event of non-compliance: consult RHS site manager (Vanessa) or the police</p>

		<p>10.30 – 5pm; Thursday 10.30 – 3.00pm to enable staggered visiting/leaving times. If large numbers attend there will be restrictions on the numbers allowed in the hall at any time.</p> <p>Temporary barriers to stop surges in the crowd and restrict free movement will be put in place if necessary.</p>		
Social Distancing		<p>Enable all present to adhere to social distancing reinforced with posters. Stagger access and egress in to and out of the venue.</p> <p>Groups of people not to exceed 6. Social distancing to be maintained within any queue. Social distancing to be maintained around parked vehicles behind the marquee for exhibitors parking. Public parking is in Wisley car parks covered by RHS' own risk assessment.</p>		
Transport to/from site Vehicles		<p>Dedicated parking for exhibitors in the RHS car park. Public visiting is assumed to be part of RHS</p>	<p>The Show has been advertised to NSPS and RHS members. Other advertising including on site posters and leaflets normally produced have not been.</p>	<p>Actions if car parks become full. To be dealt with by usual RHS procedures.</p>

		normal visitors. RHS has large parking capacity and overflow parking provision.		
Welfare, hygiene and toilets		<p>Stewards and event organisers to have access to hand washing facilities or hand sanitiser/wipes to allow for continual hand hygiene throughout the Show</p> <p>Public should not be touching anything in the marquee except possibly at the retail points where sanitiser will be available.</p> <p>Toilet provision is RHS toilets under their control and risk assessments, regularly cleaned.</p>		
Provision of PPE Wearing of face coverings		There is no requirement for this at the time of writing.		
Accidents, security, fire and other incidents		Fire evacuation sites are marked and are outside. Social distancing should be possible on evacuation and would be reinstated once clear of the location if necessary. Non-emergency		

		first aid to ring 111 All emergencies ring 999		
Waste and waste removal		All waste to be double bagged		
Track and trace		Details of exhibitors attending will be retained for a minimum of 30 days. If required, public attending will be covered by RHS normal track and trace provisions.		

NON COVID RISK ASSESSMENT

<i>HAZARD</i>	<i>CONSEQUENCES</i>	<i>RISK LEVEL</i>	<i>WHO IS AT RISK</i>	<i>RISK CONTROLS IN PLACE</i>	<i>FURTHER ACTIONS REQUIRED</i>
People approaching and leaving hall	Car accident	M	All	People should be vigilant. Vehicle access to gardens in accordance with RHS safety procedures.	Record via accident report sheets as and when necessary
Trip hazards	Trips / Cut	L	All	Inform of nearest First Aider – inside the farm shop (radio in if required or physically seek assistance on foot)	As above re reporting
Emergency response procedure	Panic	L		Show managers to inspect site before opening to public Seek supervisor and follow RHS practice. Utilise open areas weather permitting and inform services as required.	Seek guidance in relation to situation as and when Act dependant on situation.