

Health and Safety Check/ Risk Assessment

Note for Peacock Arts Trail Participants

What is a Health and Safety Check/ Risk Assessment?

Since your venue will be opened to the public, you will need to have Public Liability Insurance. We also recommend that you prepare some form of Risk Assessment to ensure yourself and the public are properly protected.

We understand that the public are in the artists' studios – it can be an environment which contains hazards. We all know that it is impossible to create a risk free environment, therefore, sensible Risk Assessment is about managing risks but not eliminating them. Risk Assessments can be carried out at different levels - you may only need to take 15 minutes to undertake a simple one at the basic level. A template is included as reference. After you have done the Risk Assessment, please keep it safely with your PLI note/certificate.

These notes and the template have been created by the Peacock Arts Trail for reference only, in relation to the Open Studios event. Please contact us if you need any further advice on Health & Safety issues or alternatively please contact the Health and Safety Executive Infoline on 0845 345 0055 or visit their website www.hse.gov.uk for further assistance.

Covid Health and Safety

Whilst there are no government restrictions, you may want to consider minimising the spread of bugs and germs in your venue by:

- **Increasing ventilation**, open doors and windows, using outdoor areas where possible.
- **Provide hand sanitisers** at entrances and where surfaces or items might be touched.
- **Clean** high touch surfaces.
- **Use contactless payments**

Risk Assessment Template - Peacock Arts Trail

Risk Assessment for: [venue no and address]

Carried out by: [Artist's name]

Date:

List significant hazards	What injury of accident may be caused	Identify those at risk (elderly, young people, children, visitors, artists)	List existing control to reduce the risk and categorize them (H, M, L)	List actions necessary to reduce risk (eg. Verbal warning, signage, restricted area)
Electricity cable				
Equipment - secure? Safe? Appropriately installer?				
Displays, finishing pieces etc.				
Floors, paths, steps, rugs etc.				
Sharp objects				
Dangerous Substances				
Work in progress				
Furniture, lighting				
Other identifies hazard (please specify)				