



## **Short Form Risk Assessment**

This document details the principal hazards and their controls for most common situations. Clubs may wish to use this template in preference to the more detailed risk assessment available on the BKFA website.

The template should be adapted to contain all relevant information – that given on this template should serve as a starting point.

In using this template, the individual who is responsible for implementing the control should be shown in the last column.

Before using this template, clubs must satisfy themselves that the assessment made and the controls put in place are appropriate in their particular circumstances.

Clubs must also include any site specific risks and their controls.

## Short Form Risk Assessment

Name of club .....

Location of event .....

Date of event .....

Person responsible for risk assessment .....

Emergency contact details .....

Date risk assessment produced .....

Risk assessment reviewed by .....

Hazard	Risk before control	Principal control	Risk after control	Person responsible for control
Kites in contact with aircraft	Med	Comply with CAA regulations and monitor height of kites	Low	
Kites break loose and /or impact people, animals or objects or the lines attaching them cause injury.	Med	Provide roped off arena Ensure kitefliers are briefed on risks and on safe flying Follow Code of Conduct Event steward / club liaison officer to work with event organiser on safe flying Warning notices to be provided	Low	
Trips, slips and falls through kite lines, ground anchors or other equipment etc	Med	Kites to be manned at all times Event steward to monitor flying area and take steps to control unsafe acts	Low	
Injuries to members or public	Med	Event steward to work with event organiser to remove hazards and ensure adequate arrangements should incidents occur	Low	
Kites tangled with overhead lines or masts	Med	Follow Code of Conduct. Refuse to fly if unsafe to do so	Low	
Kites caught in trees	Low	Only recover them if to do so would be safe	Low	

Hazard	Risk before control	Principal control	Risk after control	Person responsible for control
Slips, trips and falls from other hazards such as campers, traders, camping stoves etc. Note also risk of fire from camping activities	Low	Event steward will monitor the site and take action on unsafe acts.  Event steward will work with event organiser to ensure full briefing and appropriate use of site	Low	
Movement of motor vehicles on site causing injury or damage	Low	Ensure vehicle movements are slow speed, controlled and not allowed (except under supervision) when public are present	Low	
Ground display, e.g. flags, balls, banners etc, present slip, trip or fall hazard	Low	Displays kept in roped area and situation monitored	Low	
Hearing impaired people are unaware of any announcement or alert made in response to an incident	Low	Event steward to monitor the situation	Low	
<b>Site specific hazards</b>				
<i>e.g. Electric cables known to buried just below surface</i>	<i>Med</i>	<i>No anchors or spikes to be driven into ground.  Brief everyone on site of risk</i>	<i>Low</i>	<i>Event marshal</i>

**A site specific risk assessment must be carried out**