

## Draycott and Church Wilne Parish Council Remembrance Sunday Service 13 November 2022- Risk Assessment

Activity	Potential Hazards	Risks posed	Control Measures	Risk Level High (H), Medium (M), Low (L)	Additional measures
Walking to and from the War Memorial	Risk of injury to marshals and participants – this could include on-lookers and visitors	Road Traffic Incident	Temporary Road Closure before, during and after the service	L	<p>Marshalls to enforce the temp road closure</p> <p>Ensure road closure signs notices are displayed prior to the event and posted to the affected houses along the road closure route</p> <p>Ensure the Marshalls are in place and have been briefed prior to the event</p> <p>If an incident occurs, halt the service and where necessary move public and participants onto the pavement until a decision is made as to continue the service or not</p>

---

Draycott and Church Wilne Parish Council – Remembrance Sunday Service 8 November 2020 Risk Register  
Adopted May 2019. Last review and adoption May 2022. Next Review May 2023

---

<b>Activity</b>	<b>Potential Hazards</b>	<b>Risks posed</b>	<b>Control Measures</b>	<b>Risk Level High (H), Medium (M), Low (L)</b>	<b>Additional measures</b>
Emergency situation / procedure	Requirement of emergency services whilst the temp road closure is in place	Barriers not being moved to let the emergency services through Injury to persons by the vehicle	All marshals to have a mobile phone and contact details provided to all marshals and the co-ordinators of the event All marshals to be aware of the nearest vehicle access First Aider to be present Knowledge of emergency numbers All marshals to move participants onto the pavements	L	Emergency services to be notified of the event and the road closure information beforehand
Trip or injury	Attendees may slip, trip or fall	Injury	Check conditions underfoot – barrier off any areas of concern Have a first aider present	L	

<b>Activity</b>	<b>Potential Hazards</b>	<b>Risks posed</b>	<b>Control Measures</b>	<b>Risk Level High (H), Medium (M), Low (L)</b>	<b>Additional measures</b>
Adverse weather conditions	Ice, snow, debris blowing, rain, lightening	Slips and trips, injury	Check conditions Have a shelter for the PA equipment and speakers Have a first aider present	<b>L</b>	Review the likely affect of any adverse weather and plan accordingly – warn participants of the conditions
Care of children	Children attending the event from Rainbows, Brownies, Guides, Beavers, Cubs, Scouts, Army Cadets and non-group children	General injuries	Clearly identified Marshals in place in reflective jackets. Group Leaders present and responsible for the children. Parents responsible for non-group children attending	<b>L</b>	
Vehicle movement from dwelling or parking space in the road closure	Struck by a reversing / moving vehicle	Injury	Marshals clearly identified by Hi Vis Vests to take charge in the event of an unexpected vehicle movement	<b>L</b>	

<b>Activity</b>	<b>Potential Hazards</b>	<b>Risks posed</b>	<b>Control Measures</b>	<b>Risk Level High (H), Medium (M), Low (L)</b>	<b>Additional measures</b>
COVID-19	Infection of Coronavirus	Transmission of infection	Adhere to the current government rules on social distancing / any regulations in force at the time of the event	<b>M</b>	We will undertake a COVID risk assessment for the event at regular intervals leading up to the event. If rules change, we will review if the event can proceed and what additional measures are required (if any)

**Sequence:**

Draycott and Church Wilne Parish Council in conjunction with advice from the police have arranged for 8 marshals to assist with the road closures and these persons will be positioned at each road closure point to control the traffic and offer advice to motorists regarding the diversion routes and road closure times.

**Notices:**

Notices will be posted on the main roads prior to the Service to alert road users of the upcoming event with a date and time of the road closure. Copies of the notices will also be posted to all the dwellings within the road closure area

**Warning Signs and barriers:**

Will be in situ on the day of the event to alert vehicles and others that the roads are closed, each road closure point will be manned by marshals in hi-vis vests with mobile phones to support and stop traffic. The warning signs will be placed in their location from 9.30am – the barriers will be placed across the roads to be closed at precisely 10.30 and removed at precisely 12 noon

**Marshals:**

Will be at the following locations:

---

Draycott and Church Wilne Parish Council – Remembrance Sunday Service 8 November 2020 Risk Register  
Adopted May 2019. Last review and adoption May 2022. Next Review May 2023

---

Draycott Road – junction with Hills Road x 2 (barriers)  
Draycott Road / Station Road – junction with Harrington Street x 2 (barriers)  
Sawley Road / Station Road x 2 (information)  
Main Street / Sawley Road – Breaston x 2 (information)  
2 x marshals at the War Memorial

**First Aid:**

A qualified First Aider will be at the War Memorial wearing a hi vis vest – all marshals will be informed of their name and mobile phone number