

Event Guide

Health & Safety

The purpose of this information guide is to assist event organisers in understanding their legal duties on health and safety; plan an event; manage an event, review an event once it's over and plan for incidents and emergencies.

As an organiser you have a duty to manage safety at events to make sure that workers or member of the public attending the event are not exposed to any health and safety risks. This doesn't have to be complicated so to help you with this you may find the links to the Health and Safety Executive (HSE) website useful.

Running an event safely - <https://www.hse.gov.uk/event-safety/running.htm>

Crowd management - <http://www.hse.gov.uk/event-safety/crowd-management.htm>

Risk assessment - https://www.hse.gov.uk/simple-health-safety/risk/index.htm?utm_source=hse.gov.uk&utm_medium=referral&utm_campaign=risk&utm_content=home-page-popular

In recent years there have been several serious incidents involving the use of inflatables due to adverse weather; loss of pressure; suffocation and entrapment etc. at events.

Before buying or hiring an inflatable you should consider the following:



- What to look for before buying or hiring,
- Setting up safely,
- Checks before anyone uses the equipment,
- Safe use, supervision and monitoring
- Tests and inspections

Please find links to further information on inflatables and attractions from the HSE website:

Inflatables - <https://www.hse.gov.uk/entertainment/fairgrounds/inflatables.htm>

Amusements and attractions - <https://www.hse.gov.uk/event-safety/amusements-and-attractions.htm>

Fireworks - <https://www.hse.gov.uk/explosives/fireworks/using.htm>

How to report accidents, diseases and dangerous occurrences

The Reporting of Injuries, Diseases and Dangerous occurrences Regulations 2013 or RIDDOR places duties on the 'responsible person' to report certain accidents, diseases and dangerous occurrences. Please use this link to the [HSE](#) for more information of what should be reported and how to make an incident report.