

Risk Assessment

Assessment undertaken: Safety of children under 18 years of age on the sleigh		Location / Activity / Machine: Local roads / Sleigh procession / Land Rover & trailer
Organisation: Rowney Green Lights Up Organiser		Site: Rowney Green Lane, Gravel Pit Lane, Chapel Lane, village hall car park.
Date: 01.12.2024	Updated: 06.12.2025	To also include any alternative route taken at discretion of Sleigh Team Leader

NOTES: Following detailed discussion between Sleigh driver and Lights Up organiser it was decided that no children under the age of 18 should be accommodated on the sleigh due to concerns re safety due to any unforeseen complications.

Hazard	Risks	Who might be harmed and how	Control measures to mitigate risk	Risk grading	Responsible person
Uneven road surface leading to unpredictable trailer movements. Trip hazard due to trailer decorations and audiovisual equipment cables.	Risk of accident or injury to child under the age of 18 years due to losing balance. Risk of trips and falls leading to accident or injury.	Child may lose balance. Child might trip.	Understanding that any child must have clear parental / guardian consent prior to being on the sleigh. Increased vigilance of sleigh team personnel. Child to be seated during times of increased risk.	LOW	Sleigh team leader. DBS accredited character member.
Weather dependent hazards such as rain, snow, low temperatures.	Child becomes cold.	Child may become cold and distressed.	Parent / guardian to ensure child has adequate weather appropriate clothing prior to child boarding the sleigh.	LOW	Parent / guardian.

Child may become distressed or behaviour become inappropriate for the activity.	Child distress. Risks to child or character members due to child's behaviour.	Child may become distressed and experience marred for the child. Character members may need to devote more time to individual child whilst on the sleigh.	Sleigh experience to be explained to child prior to boarding the sleigh and expectations managed by parent / guardian. DBS accredited character member has authority to discharge child back into care of the parent / guardian.	LOW	Parent / Guardian. DBS accredited character member.
POINTS: Parent / guardian to have risks fully explained prior to giving their consent. Child(ren) must be no younger than 6 years of age. A minimum of one sleigh team character members must have a current DBS check. Final permissions for child(ren) to board and remain on the sleigh is at the discretion of the Sleigh Team Leader or the DBS accredited character member on the sleigh. Character member refers to any adult "in character" on the trailer. Event organiser to be made aware of intention to include child(ren) on the sleigh prior to day of Lights Up.					