

Risk Assessment

Assessment undertaken: Safety of pedestrians following Santa's sleigh				Location / Activity / Machine: Local roads / Sleigh procession / Land Rover & trailer
Organisation: Rowney Green Lights Up Organiser				Site: Chapel Lane, Rowney Green Lane, entrance to village hall car park
Date: 01.12.2023	Updated:	25.11.2025	05.01.2026	Author: Wendy Easter

NOTES: The number of families attending Lights Up and especially outside the Chapel to greet Santa's sleigh has increased year on year.

Observations and feedback in 2025:

- *Despite having 6 marshals (2 extras) present, maintaining adequate control proved challenging and harrowing.
- *Not all parents were fully aware of their children's activities and proximity to the sleigh vehicles or other road users.
- *Instructions given by marshals not always followed.
- *Parents taking photographs & videos of the sleigh with some not attending to their children, including leaving one infant in the path of the sleigh.
- *There is no lighting on Chapel Lane making the car headlights the sole source of light and providing no peripheral illumination or visibility.
- *The sleigh driver assumes responsibility for the safety of spectators, which is an unreasonable expectation in the current lighting conditions.

After assessing the risks to families and event volunteers, it is now deemed too unsafe for Santa's procession to pass via the Chapel.

Hazard	Risks	Who might be harmed and how	Control measures to mitigate risk	Risk grading	Responsible person
Poor peripheral visibility for driver of land rover once it reaches the meeting point outside the chapel.	Collision between vehicle and pedestrian.	Child & parent spectators.	Increased vigilance of event personnel. Provision of marshals with high visibility attire to accompany vehicle from the chapel, along the main road and into the hall car park. Marshals to ensure sides of vehicle and sleigh remain clear. Reminding parents to keep children clear of the vehicle whilst it is in motion. Sleigh team to only throw sweets from the back of the sleigh, not from the sides.	HIGH	Event organiser Vehicle driver
Risk that pedestrians might enter the driver's blind spot should they attempt to pass in front of the vehicle to gain access to the hall car park as vehicle is turning.	Collision between vehicle and pedestrian.	Child & parent spectators.	Provision of marshals in high visibility attire to accompany the vehicle and trailer at the entrance to the car park and discourage pedestrians from passing on the inside line. All pedestrians to remain behind the sleigh and not walk alongside or in front.	MEDIUM	Event organiser Vehicle driver
Road traffic entering Chapel Lane from Rowney Gren Lane towards pedestrians awaiting sleigh.	Collision between vehicle and pedestrian.	Child & parent spectators.	Provision of marshals in high visibility attire at entrance to Chapel Lane to monitor and advise traffic and pedestrians regarding the risks.	LOW	Event organiser

