



Health and safety

If you are holding a public event, you need to take precautions to prevent avoidable accidents. Here are some tips to help you:

Clothing

Do the people helping you to run the event have the right clothes for the conditions such as rainwear, a sun hat, an apron or a high visibility jacket?

Public safety at the venue

Are there places where people might slip or fall? If so, liaise with the venue managers to remove or clearly mark them with a warning. Are fire exits clearly marked? Do you have a copy of the hired venue's health and safety policy and fire evacuation plan?

Cash

Do you have somewhere to store cash securely during the event? Have you made plans to transport it from the event to safekeeping? If you are transporting large amounts of cash, ensure you travel with a companion. If you are challenged for the money please do not take any personal risks.

Car parking

Have you ensured that there is a safe route for pedestrians in car parks? Is someone marshalling the cars? If so, ensure they are clearly visible.

Photography

Please ask permission from a parent or guardian before taking pictures of any children and please gain agreement from any adult before taking their picture at the event, if you intend to use it for publicity.

First aid cover

If first aid cover is needed for your event, please discuss this with your local fundraiser. They can give you advice and it may be possible to arrange cover from the local Red Cross Branch.

Food hygiene

If you plan to sell food at your event, please contact your local fundraiser for food safety guidelines.

For large scale events please consult your local Red Cross fundraiser, who will advise on any additional procedures.