

**BKFA Risk Register**

UID	Hazard	Category					Before Controls			Consequence	Control	After Controls			Responsibility	Progress /Completion  Hotspots /Specific issues		
		Impacts kitefliers	Impacts people at event	Impact outside control area	Under NEKF control	Under NEKF influence	1 Low 2 Med 3 High	Likelihood	1 Low 2 Med 3 High			Severity	2 Low 4 Med 6 High	Impact			1 Low 2 Med 3 High	Residual risk Likelihood
1	Kites in contact with aircraft	✓	✓	✓		✓	1		3	4	Aircraft accident leading to loss of life	Height restriction applied from CAA to ensure Air NOTAM issued. High flying kites should carry line markers in line with Air Navigation Order A height guidance kite should be considered for practicality at every event Comply with any instructions in the CAA permission. Event steward to monitor high flying kites and check line lengths if appropriate Site specific risk assessment to consider this risk	1		3	4	Event steward for all on site activity  Event Co-ordinator to ensure that CAA height clearance is applied for	Monitor at following events and progress to be reviewed at committee meetings. Re-assess if progress not viewed as adequate.
2	Club display kites break loose and /or impact people, animals or objects or the lines attaching them cause injury. Club kites are those owned by NEKF and flown by members at events.	✓	✓	✓	✓		1		3	4	In extreme circumstances, death, serious injury or damage to property.	Designated roped off area to be used as arena with access controlled Identify control point to enable issues to be reported and action co-ordinated Event stewards to be identified by tabard, sash or similar to ensure authority is recognised Kite flyers briefing before start of each days flying to inform of any site specific risks and of controls in force during the event Kites to be attended at all times, monitored by event steward. If kites are not attended event steward empowered to take down if his can be done safely Tethering provision to be fit-for-purpose, responsibility of the kiteflier, monitored by event steward Weather conditions to be monitored by the kiteflier at all times - to be noted at briefing Event steward to be empowered to order a 'take down' if conditions become difficult, managed by way of klaxon warning to alert all fliers Rules for safe flying to issued to all members and enforced as a condition of membership Review in 12 months whether a register of those attending the event would be an effective control to encourage adherence to safety rules	1		2	3	Event steward to ensure briefing Event steward to monitor kite fliers and bring unsafe acts to the attention of kiteflier Event steward to have full support of committee in taking action against unsafe acts  Committee to ensure that briefing material is made available Committee to promote rules on safe flying	Committee to review progress at each meeting

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3	Kites flown by others at the event break loose, and/or impact people, animals or objects, or the lines attaching them cause injury or damage.	✓	✓	✓		✓	2	3	5	In extreme circumstances, death, serious injury or damage to property.	Event steward to be identified at all club run events to enforce/encourage safe flying Club liaison officer to be identified for every third party event to liaise with event organiser to encourage safe flying Keep a log of any untoward events at the event recording time and details of any event to be considered at committee meetings for possible action Kites to be attended at all times, monitored by the event steward. Liaison officer to advise organiser at 3rd party events if this problem arises Weather conditions to be monitored. Any deterioration to be advised to event organiser for suggested 'take down' At club run events, take down to be ordered if weather deteriorates Public notices warning of the dangers associated with kiteflying	1	2	3	Event steward  Club liaison officer	Committee to review progress at each meeting
4	Trips, slips and falls through kite lines, ground anchors or other equipment etc	✓	✓	✓	✓	✓	2	2	4	Particular attraction to children of grounded equipment such as lines and ground anchors, mishandling of which could cause injury Grounded equipment not seen by people with sight impairment or people not paying due attention Could lead to kites loose creating a hazard (see UID 2 and 3)	Ground anchors to be marked visibly and line to be marked at head height and monitored by Event steward Newsletter editor to suggest methods of line marking in club magazine Kites to be attended at all times by kitefliers and enforced through club rules Event steward to be empowered to request a 'take down' and supported by the clubs officers Times that NEKF are controlling the event to be published at the control point Laid out lines for multi-line kites to be placed directly parallel and next to the barrier rope or attended at all times, kitefliers to be briefed accordingly Consider whether children may be a problem with respect to the stakes or kites left unattended and specific steps to be taken if necessary. Kitefliers to be briefed Kites not to be left out in the middle of the field, to be monitored by Event steward	1	2	3	Event steward  Club liaison officer	Committee to review progress at each meeting
5	Injuries to members or public	✓	✓	✓	✓	✓	1	2	3	Distress, injury and possible loss to the club	Ensure mobile phone communication to emergency services, event steward to check intended comms Control point identified as contact point to ensure prompt response Event steward or liaison officer to be aware of the organisers arrangements and note on the site specific risk assessment, for briefing to kitefliers	1	1	2	Event steward  Club liaison officer	Committee to review progress at each meeting

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6	Kites tangled with overhead lines or masts	✓	✓	✓	✓	✓	1	3	4	Electrocution or electric shock leading to burns and/or disruption to supply	Site specific risk assessment to be undertaken and briefed to kitefliers No flying if wind conditions are incompatible with overhead lines or other susceptible infrastructure. Event organiser to monitor and enforce so far as possible Event steward to be empowered to request a 'take down' and supported by the clubs officers Committee to promote 'safe flying' through promotion such as booklet to schools	1	2	3	Event steward  Club liaison officer	Committee to review progress at each meeting
7	Kites caught in trees	✓		✓	✓	✓	2	1	3	Possible injury during attempted recovery	Leave the kite in the tree Recovery only by people who know what they are doing Event steward to discourage people from climbing the tree Don't fly if trees and wind direction are incompatible event steward to monitor and advise kitefliers	1	1	2	Event steward  Club liaison officer	Committee to review progress at each meeting
8	Slips, trips and falls from other hazards such as campers, traders, camping stoves etc. Note also risk of fire from camping activities	✓	✓	✓	✓	✓	1	1	2	Minor injuries, cuts, abrasions, minor burns, broken limbs in extreme circumstances	Event steward to monitor the site Site specific risk assessment and kiteflier briefing Camping only in designated areas Camping to be monitored by Event steward Parking only in designated areas Briefing on fire risk	1	1	2	Event steward  Club liaison officer	Committee to review progress at each meeting
9	Movement of motor vehicles on site causing injury or damage	✓	✓	✓	✓	✓	1	2	3	Injuries will generally not be life threatening as speeds will be low. Loss of property and possible loss to the club	Movements controlled by event steward Movement only with hazard warning lights Limit movements to appropriate times Monitor behaviour on site and act on unsafe acts Review any site conditions from the landowner, any controls they have and so far as possible ensure adherence. Ensure these are briefed Notice warning of dangers of vehicle movement near the vehicle entrance and 5 mph limit where appropriate Parking only in designated areas Re-iterate rules in the Club Newsletter	1	1	2	Event steward  Club liaison officer	Committee to review progress at each meeting
10	Ground display, e.g. flags, balls, banners etc, present slip, trip or fall hazard	✓	✓	✓	✓	✓	1	2	3	Minor injuries, cuts, abrasions, broken limbs in extreme circumstances	Balls kept in an enclosed area and supervised at all times Review type of barrier over the next 12 months Guy ropes marked In the event of visually impaired people or children on site, consider whether items with guy ropes need to be moved inside barrier	1	1	2	Event steward  Club liaison officer	Committee to review progress at each meeting

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11	Hearing impaired people are unaware of any announcement or alert made in response to an incident	✓	✓	✓	✓	✓	1	1	2	Risk that person does not respond to an alert that could impact their safety. Likelihood reduced as any members of the public with special needs are unlikely to be alone	Membership form to invite members to identify and impairments that we should be aware of to ensure their safety Event steward to monitor attendance for any people with special needs and consider whether to offer help, noting need to respect peoples individual circumstances	1	1	2	Event steward Club liaison officer	Committee to review progress at each meeting
12	Traders and paid demonstrations introduce hazards outside the control of NEKF and outside the cover afforded by our insurance	✓	✓	✓		✓	1	2	3	Risk of personal injury that is outside our control but for which we are held accountable	Ensure event organiser check traders insurance, risk assessment, method statements etc Training of the public by traders as part of their promotional activity to be checked for insurance position, appropriateness and competence on the day	1	2	3	Event steward Club liaison officer	Committee to review progress at each meeting