



# Single Venue Safety Plan Template Annex D

## The RallyFuture Single Venue Stages

The RallyFuture Single Venue Stage Rally will be held on 01 January 20XX at Riverside Park., Colnbrook, Slough under MSA permit 201854678

The purpose of this safety plan is to:

*Insert here, why you feel the safety plan is important and what its purpose is*

This plan will be distributed to the following people and agencies (may include Land Owner too)

*Insert here a list of who will get the document and whether in hard copy or electronically*

What other documents do you have/have you produced which should be read in conjunction with the Safety Plan to show the extent of your planning and preparation for the event and its safety elements.

*Insert here a list of other documents such as your operation plans, your Incident Management Plan, any set up tulips as well as mentioning that you comply with the MSA Yearbook*

Do you have a Safety Policy – if so, mention it here:

*Insert here the policy the event has and takes towards safety*

The safety plan should specifically address issues in each of the following areas so make mention of each of these and say what you do about them in general terms linking the sentences to the specific areas that you have covered in your risk assessments.

**Safety of the public (including medical/first aid cover);**

**If you are running a non-spectator event – identify what you will do for the family, friends and mechanics as well as the media**

**Safety of the competing crews;**

**Safety of the volunteers at the event**



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**Rally Control Emergency Number +44 1234 567 999**

Safety Delegate	Fred SMITH
MSA Steward and Club Stewards	Jane GORDON, Ernest RIGHT, Jo BROWN
Clerk of the Course	Tes JAMES                      07654 123 456
Deputy Clerks of the Course	etc
Chief (Event) Safety Officer	
Chief Medical Officer	
Spectator Safety Officer	
Radio Controller(s)	
Stage Commander	
Media Officer	

### Emergency and safety services contact details

Police	101 or 999
Hospitals (including address)	
Fire Service	
First Aid and casualty transport	
Ambulance Service	
Rescue Units	
Recovery unit	
Doctor(s) &/or Paramedics	

Stage diagrams and set up tulips/plans showing

- Tape and Signage
- Footpaths and Rights of Way
- Media locations
- Predicated marshal numbers
- Spectator Viewing Areas
- Service Area and Refuel Arrangements

Examples are provided in ANNEX E



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Risk Assessment Templates for site specific risks (see Annex M for Risk Templates)

Hazard	Risks Posed	Risk Evaluation	Precautions/controls in place	Further action available	<i>Post action Risk Evaluation</i>
Concrete curbs for first 150 yards of stage.	Competitors damage their cars or roll.	Medium	Place bales at the first line of curbs to push competitors away from the line. Advise by signed bulletin at documentation. Include warning in stage tulips	Have rescue and recovery on stand-by from stage start.	<i>Low</i>
<i>Gazebos in the Service Area</i>	<i>High winds could blow them over and injure people</i>	<i>Medium to High</i>	<i>Ensure all Entrants, Competitors and service crew are aware of the need for sufficient and appropriate ballast</i>	<i>Marshal to patrol the Service Area to ensure all gazebos are suitably ballasted and fixed.</i>	<i>Low to Medium</i>