Annex D – Safety Plan Template Single Venue

The RallyFuture Single Venue Stages

The RallyFuture Single Venue Stage Rally will be held on 01 January 20XX at Bicester Motion OX27 8FY under Motorsport UK permit 20221234

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 Plans, any set up tulips as well as mentioning that you comply with the National Competition Rules.

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

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

Motorsport UK Safety Delegate *(where appointed)*	Fred SMITH	
Motorsport UK Steward	Jane GORDON	
Event Stewards	Ernest RIGHT, Jo BROWN	
Clerk of the Course	Tess JAMES	07654 123 456
Deputy Clerks of the Course (& their role)	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
- Notices & Safety Code
- Footpaths and Rights of Way
- Media locations
- Predicated marshal numbers
- Spectator Viewing Area
- Service Area and Refuel Arrangements

Examples are provided in ANNEX E

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

L – Low, M – Medium, H - High

Hazard	Risks Posed	Risk Evaluation	Precautions/controls in place	Further action available	*Post action Risk Evaluation*
Concrete curbs for first 150 yards of stage.	Competitors damage their cars or roll.	M	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.	L
Gazebos in the Service Area	High winds could blow them over and injure people	M to H	Ensure all Entrants, Competitors and service crew are aware of the need for sufficient and appropriate ballast	Marshal to patrol the Service Area to ensure all gazebos are suitably ballasted and fixed.	L to M