



Let's put your party on Cloud 9

Risk Assessment/Method Statement

All works are to be carried out by Cloud 9 DJ's personnel only!

Hazard	Risk Level	People at Risk	Action Taken
Injury while lifting, carrying or setting up equipment	Medium	Cloud 9 staff, client or visitors	Equipment carried in manageable amounts with multiple trips if necessary. Equipment lifted with correct posture. Trolleys & sack barrows used where applicable. Step ladders used where necessary.
Risk of strangulation with wires/cables	Low	Cloud 9 staff, client or visitors	Wires will be secured safely into position using tape, velcro tabs or cable ties into places where people do not pass through.
Tripping	Low	Cloud 9 staff, client or visitors	Wires will be secured safely into position using tape or cable protectors. Where possible cables will be kept away from walkways. Adequate space must be provided by the client/venue.
Electric shock & Fire	Low	Cloud 9 staff, client or visitors	Regular visual inspection performed by Cloud 9 staff. No liquids allowed near electrical equipment. Regular PAT tests performed.



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Hazard	Risk Level	People at Risk	Action Taken
Injury from falling equipment	Low	Cloud 9 staff, client or visitors	Equipment secured into position by Cloud 9 staff only. Staff to ensure equipment is secure using clamps & safety clips where necessary. Adequate space provided between equipment and visitors/guests.
Burns from hot equipment	Low	Cloud 9 staff, client or visitors	Hot equipment to be kept out of reach/away from visitors. Equipment to be given time to cool down after use before being transported or replaced.
Injury due to noise	Low	Cloud 9 staff, client or visitors	Volume to be kept at a reasonable level for the venue & proximity to guests.
Strobe lights causing sickness/seizures	Low	Cloud 9 staff, client or visitors	Cloud 9 staff to be aware of correct and safe use of strobe lighting. Regular announcements of such equipment to be repeated to the audience.



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Method Statement

Prior to the event Cloud 9 DJ's will make sure that all equipment to be used at the event is in good working order & is presentable for the client. Regular PAT tests will be carried out to ensure everything is working as best as possible.

Equipment will be loaded, transported, delivered & set-up by Cloud 9 DJ's staff only to ensure the safety of both our equipment and the personnel carrying it. Safe working protocols are to be carried out to ensure there are little to no hazards at/during the event. Once setup is completed a safety check will be carried out prior to the arrival of guests to ensure everything is safe.

Quality checks will then be carried out to ensure the sound quality is high but audio levels are at a reasonable level (not harmful). At the agreed upon start time our staff will carry out the services required & will continue to carry out safe working procedures, constantly monitoring the equipment.

Once the event comes to an end our staff will proceed with packing down, dismantling and removal of our equipment. This will be done carrying out the same safety guidelines listed above. If necessary, the client will assist with keeping the guests clear of the equipment while it is being dismantled & transported. Equipment which can get hot will be left as long as possible before it is handled & gloves will be worn if it is deemed necessary.

Other hazards linked to the venue itself will be assessed on arrival or prior to the event and we will discuss with you (the client) and the venue how best to proceed.

At Cloud 9 DJ's we take the safety of our staff, our clients & the general public very seriously as well as the safety of our equipment. Should your event have additional hazards or should you have other concerns not addressed in this risk assesment/method statement we will make one tailored to you/your event needs.

For more information on Cloud 9 DJ's or to view our Public Liability Insurance please visit our website www.cloud9djs.com

+07832134105



contact@cloud9djs.com
www.cloud9djs.com



Covering all the UK
& New York!





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Employee Agreement

I agree to the following when conducting work on behalf of Cloud 9 DJ's.

I will assess each event and venue to the best of my ability to eliminate or limit any risks that may occur to staff personnel, the public or to the venue. I have fully read the list of potential risks and will use the appropriate actions to ensure all health & safety procedures are implemented. I will make it a priority to protect the venue from any damage that may occur & ensure I leave the venue in the same condition to when I arrived.

I will follow all the codes of conduct listed in our method statement to the best of my abilities and will do my best to ensure the client, venue hosts & general public/guests are safe and happy with all work practices.

Name:

Date:

Signature:

+07832134105 

contact@cloud9djs.com 
www.cloud9djs.com

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& New York!