

The Silent Disco Company Group

Silent Disco Risk Assessment

1. Company Details & Purpose

This risk assessment outlines the potential hazards, risks, and control measures associated with the operation and hire of Silent Disco equipment provided by The Silent Disco Company Group. It applies to both dry hire (customer-operated) and staffed events where a company DJ or technician is present.

2. Scope of Assessment

This assessment covers both indoor and outdoor events, including set-up, operation, and de-rigging of Silent Disco equipment such as headphones, transmitters, lighting, and optional effects machines.

3. Activity Description

The activity involves setting up and operating Silent Disco equipment, transmitting music via wireless headphones to event participants. Events may range from small private parties to large public gatherings.

4. Persons at Risk

- Staff (technicians, DJs)
- Event participants
- Members of the public
- Contractors and venue staff

5. Risk Assessment

Hazard	Risk	Existing Controls	Likelihood (1-5)	Severity (1-5)	Risk Rating
Electrical equipment	Electric shock or fire	All equipment PAT tested. Cables inspected before use. Power sockets not overloaded. DJ/technician monitors use.	2	4	8 (Medium)
Manual handling	Injury from lifting or moving heavy equipment	Use trolleys for transport. Team lifting for heavy items. Staff trained in safe lifting.	2	3	6 (Low)
Trip hazards (cables, cases)	Slips, trips, or falls	Cables taped down or routed safely. Work areas well lit. Cases stored out of pathways.	2	3	6 (Low)

Loud music	Hearing damage	Headphones have adjustable volume. DJs maintain safe output levels. Monitored periodically.	2	3	6 (Low)
Strobe or lighting effects	Epileptic seizures or discomfort	Comply with 20-second strobe rule. Warn participants before use. Avoid if any risk identified.	1	4	4 (Low)
Hot equipment (lighting, machines)	Burn injury	Equipment positioned out of reach. Devices cooled before handling. Staff instructed on safe operation.	1	3	3 (Low)
Behavioural risks	Aggressive or unsafe participant behaviour	DJ/technician monitors group. Unsafe behaviour results in music stop and/or event termination.	2	4	8 (Medium)
Outdoor conditions	Weather-related hazards (rain, heat, wind)	All electrical equipment under cover. Avoid use in adverse weather conditions.	2	4	8 (Medium)
Fire emergency	Inability to hear alarm due to headphones/music	In event of fire, DJ mutes music so participants hear alarm. If no DJ, responsible person pauses playback.	1	5	5 (Low)

6. Emergency Procedures

- In the event of a fire, the DJ will immediately mute the music so participants can hear the fire alarm.
- If no DJ is present, the person responsible for music must pause playback.
- Staff or event organisers to direct guests to the nearest fire exit.
- First aid kits must be available on site and emergency contacts known.
- Electrical faults must be reported and equipment disconnected immediately.

7. Set-Up and De-Rig Procedures

- Equipment to be delivered and set up by trained staff or responsible hirer.
- One power socket required per transmitter.
- Equipment transported using trolleys where possible.
- All cables routed safely and tested prior to event.
- Drinks and food are not permitted near equipment.
- Equipment dismantled carefully and stored safely after use.

8. Method Statement Summary

Equipment is delivered to site and set up in a safe and controlled manner. If The Silent Disco Company is present, we will deliver the equipment to site. All items can go through a standard doorway and up and down short flights of stairs, although a lift is preferable. Equipment is carried by two persons or transported using a wheeled trolley. Testing and sound checks are performed before guests arrive. During the event, DJs or operators monitor volume, crowd behaviour, and equipment performance. After the event, equipment is powered down, disconnected, and packed securely for removal.

9. Staff Responsibilities (Optional)

- Ensure all electrical and audio equipment is tested before use.
- Monitor volume levels and crowd safety throughout the event.
- Communicate clearly with venue staff regarding emergency exits and procedures.
- Maintain a tidy work area, minimising trip hazards.
- Immediately report any faults, incidents, or injuries.

10. Review Details

Assessment completed by: Toby Burns

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