

Risk Assessment - Portable Speaker

RI-RA-003 | Version 2.1 | APPROVED

Document Ref	Version	Status	Issue Date	Review	Owner
RI-RA-003	2.1	APPROVED	23 August 2026	Annual / material change	Rugby Inflatables
Purpose			Scope		
To identify foreseeable hazards associated with the transport, positioning, charging and use of portable speaker equipment supplied by Rugby Inflatables.			Applies to portable battery-powered speaker equipment supplied with or separately from a hire. Site- and event-specific conditions must also be considered.		

Risk scoring

Likelihood x Severity = Risk Score. The 1 / 3 / 5 scoring approach used across the refreshed Rugby Inflatables risk assessments is retained. A score of 25 is unacceptable and the equipment must not be supplied or used until the risk is adequately controlled.

Assessment table

Hazard	Potential harm	At risk	Controls in place	L	S	Score	Further controls / requirements
Electrical fault while charging	Electric shock, burns or fire.	Staff / Users / Public	Use manufacturer-approved charger; visually inspect charger, plug and cable; charge only in a suitable dry location.	1	5	5	Do not use damaged equipment; disconnect when charging is complete.
Charging cable / mains lead	Trips, falls, cable damage or electrical hazard.	Staff / Public	Route away from walkways; protect where crossing access routes; control charging area.	1	3	3	Prefer charging away from public areas.
Damaged plug, charger or cable	Electric shock, burns, fire or equipment damage.	Staff / Users	Pre-use visual inspection; damaged electrical accessories must not be used.	1	5	5	Remove from service and repair/replace.
Unsuitable socket / overloaded supply	Overheating, electrical failure or fire.	Staff / Property occupants	Use suitable power supply; do not overload sockets/extensions.	1	5	5	Stop if overheating, burning smell or abnormal operation.
Liquid near powered/charging equipment	Electric shock, short circuit or equipment damage.	Users / Public / Staff	Keep liquids away; charge only in dry area.	1	5	5	Disconnect safely/remove from service if liquid ingress suspected.
Battery overheating / thermal event	Fire, burns, smoke or equipment damage.	Users / Staff / Property	Use built-in battery/approved charger; keep ventilation clear; keep away from flammables while charging.	1	5	5	Stop if swelling, unusual heat, smell or smoke; isolate area and follow emergency procedures.
Ventilation obstructed	Overheating or premature equipment failure.	Users / Property	Keep vents unobstructed; do not cover during operation/charging.	1	3	3	Maintain clearance around vents.
Speaker instability / falling	Impact/crush injury and equipment damage.	Users / Public	Stable level surface; away from edges/knock-over locations.	1	3	3	Use only suitable compatible stand/support where applicable.
Speaker stand failure / misuse	Speaker may fall from height causing impact injury.	Users / Public	Use suitable stable stand; check condition/stability; prevent climbing/interference.	1	5	5	Avoid elevated mounting if safe setup cannot be achieved.
Manual handling / moving speaker	Back strain, hand/foot injury or dropped equipment.	Staff / Person transporting	Correct technique; handles/wheels; assistance where route/load requires.	3	3	9	Use trolley/wheeled transport where practicable.
High sound levels	Hearing discomfort or hearing damage.	Users / Staff / Audience	Reasonable volume; avoid prolonged high-volume exposure; position away from close proximity.	1	5	5	Reduce/reposition if discomfort reported; monitor staffed events.
Speaker positioned too close to children	Hearing discomfort, interference or knock-over.	Children / Users	Position away from immediate play/circulation; controls out of easy reach where practicable.	1	3	3	Responsible adult/event organiser prevents tampering.
Unauthorised tampering / misuse	Damage, instability, excessive volume or unsafe electrical use.	Users / Public	Intended use only; prevent interference with charging connections, plugs or stands.	1	3	3	Responsible adult/event organiser controls access.
Outdoor rain / water exposure	Water damage, electrical fault or unsafe charging.	Users / Staff	Protect from rain/water; no outdoor charging in wet conditions; avoid heavy rain.	1	5	5	Dry/inspect before charging after moisture exposure.
Extreme heat / direct sunlight	Battery/equipment overheating, degraded performance or hot surfaces.	Users / Staff / Property	Avoid prolonged excessive heat/direct sunlight; maintain ventilation/monitor condition.	1	5	5	Move cooler/shaded and stop if abnormal heat develops.
Cold / condensation after transport	Moisture may cause malfunction/electrical fault when charging.	Staff	Allow acclimatisation and remain dry before mains connection where condensation may be present.	1	3	3	Do not charge until dry and suitable temperature.
Blocked access / poor positioning	Trips, obstruction of exits or collision.	Users / Public	Away from doorways, emergency exits and busy walkways; maintain clear routes.	1	3	3	Reposition if layout/crowd

							movement changes.
Transport in vehicle	Movement may cause damage or injury.	Staff / Vehicle occupants	Secure during transport; protect from impact/unsuitable loads.	1	3	3	Inspect after significant impact.
Equipment defect / abnormal operation	Electric shock, fire, shutdown or damage.	Users / Staff	Visual inspection; stop for unusual noise, smell, heat, damage or malfunction.	1	5	5	Remove from service and record/report defect.
Power/charging interruption	Loss of service; unsafe reconnection attempts.	Users / Staff	Only competent/responsible persons reconnect; no improvised chargers/adapters/damaged leads.	1	3	3	Contact Rugby Inflatables if equipment cannot be used normally.
Fire / emergency involving speaker or battery	Burns, smoke inhalation, fire spread or panic.	Users / Public / Staff	Stop use/disconnect only if safe; move people away/raise alarm; call emergency services where required.	1	5	5	Do not unnecessarily handle smoking/overheating battery; follow RI-EP-001.

Assessment note

This assessment covers the portable speaker as supplied by Rugby Inflatables. The hirer/event organiser remains responsible for considering venue-specific matters such as crowd layout, emergency routes, local sound restrictions and any other equipment connected or positioned nearby.

Related controlled documents

RI-COMP-002 - Electrical Safety / Electricity at Work Regulations • RI-COMP-001 - PUWER Compliance • RI-EP-001 - Emergency Procedures

Document approval

Prepared by	Approved by	Approval date	Next review
Rugby Inflatables	Macaulay Peel - Owner	23 August 2026	August 2027

Revision history

Version	Date	Change	Status
2.0	August 2026	Rebuilt from the current Portable Speaker Risk Assessment using the approved RI-RA design; original hazards retained and expanded with charging, battery, positioning, transport, misuse and emergency hazards.	Superseded
2.1	23 August 2026	Administrative cross-reference refresh: legacy descriptive document names replaced by current controlled references; risk controls unchanged.	Approved