

What are the hazards and how might they harm?



Fire



Burns from contact
with hot wax or
surfaces

What other precautions should be taken?



Ensure that FFE is
available



Use a long-reach lighter
to light candles

Candles including tealights

Safety Task Card
STCGE 58

Unit Managers – use page overleaf to list any hazards and control measures specific to your site which are not listed below

Safe System of Work

1. Candles may only be used where this has been agreed with and approved in writing by the Client.
2. All candles must be in a suitable fire-resistant candle holder, tealights must be placed in suitable insulated containers.
3. Ensure that all packaging is removed.
4. All container and any decorations used with candles must be flame retardant and designed for use with candles.
5. Candle holders must be placed on a stable flat surface, away from edges and sited where there is no risk of them being knocked or need for people to reach over them.
6. The area around lit candles must be kept clear of combustible materials such as serviettes, menus, decorations and curtains. Regularly clear tables etc to remove combustible items.
7. Candles should not be used where there is a strong draft or wind that affects the flame.
8. Always use a long-reach lighter.
9. Ensure that hair, clothing, lanyards and other items are held back when lighting candles.
10. Candles should be removed from tables with young children.
11. Use a snuffer or a spoon to extinguish candles; do not blow candles out as this is likely to result in wax being sprayed out.
12. Candles must be extinguished at the end of service.
13. Allow wax to cool and solidify before moving candles.
14. Where movement of lit candles is required, for example on a birthday cake, ensure the route is clear and pay attention.
15. Do not leave lit candles unattended.

If you have any concerns, stop and speak with your line manager before proceeding.

