**Risk Assessment**

***IMPORTANT:*** *Please complete all fields!*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Club/Society/Vol Project Name:** |  | **Assessor(s) Name:** |  | |
| **Brief Description of Activity:** | | **Location of activity:** |  |
| [Type here] | | **Date of activity:** |  | |
| **Time of activity:** |  | |

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| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Hazard:** | **Persons at Risk:** | **Risk Factor:** | | | **Control Measures Required:** | **Residual Risk:** | | |
| List what could cause harm from this activity, use appendix A to assist in identifying hazards | List who might be harmed e.g. Staff, students, visitors | For each hazard, decide level of risk as if you were to do the activity without controls | | | For each hazard, list the measures you will be taking to minimise the risk identified, e.g. appointing competent persons, training received, planning and try-outs, use of personal protective equipment | For each hazard now decide the residual risk after the control measures are in place | | |
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| **Severity** | **Likelihood** | **Risk** | **Severity** | **Likelihood** | **Risk** |
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| **Signed:** |  | **Date:** |  | **Date for review of risk assessment**:  *(at the latest 12 months from the date of the event)* |  |
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**Appendix A**

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| **Hazard list – Use this table to help you identify hazards, you may think of others not on this list, use these to complete the risk assessment form** | | | | | |
| **Situational hazards** | **Tick** | **Physical / chemical hazards** | **Tick** | **Health hazards** | **Tick** |
| Assault by person |  | Contact with cold liquid / vapour |  | Disease causative agent |  |
| Attacked by animal |  | Contact with cold surface |  | Infection |  |
| Breathing compressed gas |  | Contact with hot liquid / vapour |  | Lack of food / water |  |
| Cold environment |  | Contact with hot surface |  | Lack of oxygen |  |
| Crush by load |  | Electric shock |  | Physical fatigue |  |
| Drowning |  | Explosive blast |  | Repetitive action |  |
| Entanglement in moving machinery |  | Explosive release of stored pressure |  | Static body posture |  |
| High atmospheric pressure |  | Fire |  | Stress |  |
| Hot environment |  | Hazardous substance |  | Venom poisoning |  |
| Intimidation |  | Ionising radiation |  |  |  |
| Manual handling |  | Laser light |  | **Environmental hazards** |  |
| Object falling, moving or flying |  | Lightning strike |  | Litter |  |
| Obstruction / exposed feature |  | Noise |  | Nuisance noise / vibration |  |
| Sharp object / material |  | Non-ionising radiation |  | Physical damage |  |
| Shot by firearm |  | Stroboscopic light |  | Waste substance released into air |  |
| Slippery surface |  | Vibration |  | Waste substance released into soil / water |  |
| Trap in moving machinery |  |  |  |  |  |
| Trip hazard |  | **Managerial / organisational hazards** |  |  |  |
| Vehicle impact / collision |  | Management factors |  |  |  |
| Working at height |  |  |  |  |  |

**Appendix B**

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| **Risk matrix –** *use this to determine risk for each hazard i.e. ‘how bad and how likely’* | **Likelihood of Harm** | | | | |
| **Severity of Harm** | **Very Unlikely (1)** | **Unlikely (2)** | **Fairly Likely (3)** | **Likely (4)** | **Very Likely (5)** |
| **Negligible (1)** e.g.*small bruise* | **1** | **2** | **3** | **4** | **5** |
| **Slight (2)** *e.g. small cut, deep bruise* | **2** | **4** | **6** | **8** | **10** |
| **Moderate (3)** *e.g. deep cut, torn muscle* | **3** | **6** | **9** | **12** | **15** |
| **Severe (4)** *e.g. fracture, loss of consciousness* | **4** | **8** | **12** | **16** | **20** |
| **Very Severe (5)** *e.g. death, permanent disability* | **5** | **10** | **15** | **20** | **25** |

