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| Work/Activity: Bunfight 2017 | | | |
| Club/Society participation at the SUSU 2017 Bunfight (Clubs & Societies Fayre) on Wednesday 27th September. | | | |
| Group: | Assessor(s): Anna Walker | | Contact: aw7g15@soton.ac.uk |
| Guidance/standards/Reference documents | Competence requirements | | |
| [Please enter any H&S guidance referred to when write this Risk assessment. This could be codes of practice from your NGB or industry body, group policies, instructions, manufacturer’s guidance, advice from HSE, useful websites or copies of qualifications and certificates.]  [e.g]   * http://www.hse.gov.uk/Risk/faq.htm | **Role:** [who has what H&S responsibilities for each task e.g. event stewards] | **Skills, experience or qualifications** [what training/experience has this person had to undertake their H&S responsibilities] | |
| **PLEASE ENTER THE NAME OF YOUR REPRESENTATIVES ON THE DAY**  **Anna Walker**  **Lorna Frankel**  **Elie Pembrey**  **Emily Aartsen**  **Phoebe Xie**  **Edoardo Manino**  **Abigail Linton** | **PLEASE CONFIRM THE COMMITTEE POSITIONS OF EACH MEMBER**  **President (SUSingers)**  **Vice President**  **Librarian**  **Social Secretary**  **Publicity Officer**  **Treasurer**  **Committee Assistant** | |
| Risk assessments linked |
| [Identify areas of your activity which will fall under a different risk assessment. For example, fire risk assessments when using a building will have been covered by the premises operator.] |

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| Task | Hazards | Who might be harmed and how | Current control measures | Current risk /9 | Additional control measures | Action by whom? | Residual risk  /9 | check SA/DM |
| Slips, trips and falls | Obstructions.  Build-up of rubbish/debris.  Risk of Minor Injuries: Grazes, cuts and bruising.  Major injury: Fractures | Attendees, students, staff | No items to be on the floor at the front of the stall. Rear/sides of stall to be kept tidy. | 3 |  | All representatives of the club/society. | 3 |  |
| Overcrowding | Reduced space in walkways and entrances.  Risk of Students panicking because of tight spaces / confinement. Crushing against fixed structures from pushing and shoving. Aggressive behaviour. | Attendees, students, staff | A maximum of 3 club/society representatives to be at the stall at any one time;  Representatives will not block walkways when engaging with attendees; Early access available to Enabling registered students | 4 |  | All representatives of the club/society. | 4 |  |
| Manual handling | Risk of Musculoskeletal injures, cuts, bruises and crushing. | Students, staff | Ensure that 2 people carry tables.  Work in teams when handling other large and bulky items. | 4 |  | All representatives of the club/society. | 4 |  |
| Food allergies | Risk of allergic reaction to ingredients in food. | Attendees, students, staff | A list of ingredients of the food items to be kept at the stall.  Representatives to ask attendees if they have any allergies.  If the food items may contain or do contain any common allergens, e.g. nuts, signs will be displayed to notify attendees of this:  ‘Products may contain nuts or nut extract…’ | 3 |  | All representatives of the club/society. | 3 |  |
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| Reviewed By: | | Comments: |
| Responsible person (SA/DM): | Date: |  |
| Union Southampton H&S manager (where applicable): | Date: |  |

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| Likelihood | | | |
| Impact | 3 | 6 | 9 |
| 2 | 4 | 6 |
| 1 | 2 | 3 |

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| Likelihood | |
| Level | **Description** |
| High (3) | Will probably occur in most circumstances |
| Medium (2) | Might occur at some time |
| Low (1) | May occur only in exceptional circumstances |

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| Impact | |
| Level | **Description** |
| High (3) | Major Injury or Death; Loss of limb or life-threatening conditions. In hospital for more than 3 days, and/or subject to extensive prolonged course of medical treatment and support. |
| Medium (2) | Serious injury causing hospitalisation, less than 3 days. Rehabilitation could last for several months. |
| Low (1) | Minor/superficial injuries. Local first aid treatment or absence from work for less than 3 days. |