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| **Risk Assessment** |
| **Risk Assessment for the activity of** | **Bunfight Stall** | **Date** |  |
| **Club or Society** |  | **Assessor** |  |
| **President or Students’ Union staff member** |  | **Signed off** |  |

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| ***PART A***  |
| **(1) Risk identification** | **(2) Risk assessment** | **(3) Risk management** |
| **Hazard** | **Potential Consequences** | **Who might be harmed****(user; those nearby; those in the vicinity; members of the public)** | **Inherent** |  | **Residual** | **Further controls (use the risk hierarchy)** |
| **Likelihood** | **Impact** | **Score** | **Control measures (use the risk hierarchy)** | **Likelihood** | **Impact** | **Score** |
| Obstructions.Build-up of rubbish/debris. | Slips, trips and falls;Risk of Minor Injuries: Grazes, cuts and bruising.Major injury: Fractures | Attendees, students, staff | **3** | **2** | **6** | **No items to be on the floor at the front of the stall. Rear/sides of stall to be kept tidy.** | **2** | **2** | **4** |  |
| 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 | **3** | **3** | **9** | **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.** | **2** | **3** | **6** |  |
| Manual handling | Risk of Musculoskeletal injures, cuts, bruises and crushing. | Students, staff | **3** | **3** | **9** | **Ensure that 2 people carry tables.****Work in teams when handling other large and bulky items.** | **3** | **2** | **6** |  |
| Food allergies | Risk of allergic reaction to ingredients in food. | Attendees, students, staff | **3** | **4** | **12** | **Only individually wrapped, store-bought items to be provided.****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…’** | **1** | **4** | **4** |  |
| Fatigue  | Tiredness and/or sensory overload from being in the Bunfight space | Stall holders | **4** | **1** | **4** | **Taking breaks when needed; switching people** | **2** | **1** | **2** |  |
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| ***PART B – Action Plan*** |
| **Risk Assessment Action Plan** |
| **Part no.** | **Action to be taken, incl. Cost** | **By whom** | **Target date** | **Review date** | **Outcome at review date** |
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| Responsible committee member signature:  | Responsible committee member signature: |
| Print name:Erin Mayfield Howson | Date:08/09/2018 | Print name: Jamal Kinsella | Date:08/09/2018 |

**Assessment Guidance**

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| 1. Eliminate
 | Remove the hazard wherever possible which negates the need for further controls | If this is not possible then explain why |  |
| 1. Substitute
 | Replace the hazard with one less hazardous | If not possible then explain why |
| 1. Physical controls
 | Examples: enclosure, fume cupboard, glove box | Likely to still require admin controls as well |
| 1. Admin controls
 | Examples: training, supervision, signage |  |
| 1. Personal protection
 | Examples: respirators, safety specs, gloves | Last resort as it only protects the individual |

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| **LIKELIHOOD** | 5 | 5 | 10 | 15 | 20 | 25 |
| 4 | 4 | 8 | 12 | 16 | 20 |
| 3 | 3 | 6 | 9 | 12 | 15 |
| 2 | 2 | 4 | 6 | 8 | 10 |
| 1 | 1 | 2 | 3 | 4 | 5 |
|  | 1 | 2 | 3 | 4 | 5 |
| **IMPACT** |

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| Impact | Health & Safety |
| 1 | Trivial - insignificant | Very minor injuries e.g. slight bruising |
| 2 | Minor | Injuries or illness e.g. small cut or abrasion which require basic first aid treatment even in self-administered.  |
| 3 | Moderate | Injuries or illness e.g. strain or sprain requiring first aid or medical support.  |
| 4 | Major  | Injuries or illness e.g. broken bone requiring medical support >24 hours and time off work >4 weeks. |
| 5 | Severe – extremely significant | Fatality or multiple serious injuries or illness requiring hospital admission or significant time off work.  |



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| Likelihood |
| 1 | Rare e.g. 1 in 100,000 chance or higher |
| 2 | Unlikely e.g. 1 in 10,000 chance or higher |
| 3 | Possible e.g. 1 in 1,000 chance or higher |
| 4 | Likely e.g. 1 in 100 chance or higher |
| 5 | Very Likely e.g. 1 in 10 chance or higher |