| Risk Assessment | | | | |
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| **Risk Assessment for the activity of** | **Highfield Football Club's Generic Risk Assessment** | | **Date** | **09/09/2026** |
| **Are you a sports club or society?** | ***Sports Club*** | **Assessor** | **Jacob Holroyd (Vice-President)** | |
| **President/Captain Name/2nd Committee Member** | **Luca Hurrel (President)** | **Signed off** | ***SUSU USE ONLY*** | |
| **Risk Assessment Information** (What is this risk assessment for? Please provide a summary of the activity or event, including all relevant information) | This risk assessment covers the regular activities undertaken by Highfield Football Club, a University of Southampton Intramural (IM) football club. The club's activities throughout the academic year include competitive football matches, training sessions, weekly social events and an annual Easter tour.<br>Highfield FC plays scheduled competitive fixtures on Wednesdays and Sundays, alongside regular training sessions. Football activities primarily take place at University sports facilities, primarily the grass and 3G pitches at Wide Lane Sports Ground, as booked and maintained by the University.<br><br>Highfield FC is a student-led club, with the President, committee members and team captains responsible for organising club activities and promoting the health, safety and welfare of members. Players are expected to follow relevant University and SUSU rules and codes of conduct, wear appropriate footwear and clothing, use required protective equipment such as shin pads, and behave in a manner that does not unnecessarily put themselves or others at risk. In addition to football activities, the club holds weekly socials at various venues during term time and an Easter tour, which may involve travel, accommodation, football activities and organised social events. Where activities introduce risks not adequately covered by this generic assessment, additional activity-specific risk assessments and control measures will be completed as appropriate.<br><br>The purpose of this risk assessment is to identify, assess and control foreseeable health and safety risks associated with Highfield FC's activities. These include risks relating to physical activity and player contact, sporting equipment, playing surfaces, weather conditions, travel, social activities and participant behaviour. Appropriate control measures will be implemented to reduce identified risks to an acceptable level. Responsibility for safe club activities is shared between Highfield FC's committee and captains, SUSU and the University of Southampton where applicable. Members will be made aware of relevant safety arrangements, and the risk assessment will be reviewed following significant changes or incidents and updated where necessary. | | | |

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| **Hazard** | **Potential Consequences** | **Who might be harmed**<br><br>**(user; those nearby; those in the vicinity; members of the public)** | **Inherent** | | | **Control measures (use the risk hierarchy)** | **Residual** | | | **Further controls (use the risk hierarchy)** |
| | | | **Likelihood** | **Impact** | **Score** | | **Likelihood** | **Impact** | **Score** | |
| **General Considerations (including group meetings)** | | | | | | | | | | |
| **Slips, trips and falls** | Soft tissue injury e.g., sprain, bruising. Potential broken ankle or other breaks i.e. wrists etc. Links directly to weather and ground surfaces. | All participants and organisers/staff and spectators | 2 | 3 | 6 | Check ground conditions for holes, lumps, and other obstacles. | 1 | 3 | 3 | If the injury is serious and participant in a lot of pain or discomfort, seek medical attention immediately. Call 999 in an emergency. Any incidents need to be reported as soon as possible ensuring duty manager/health and safety officers have been informed. Follow SUSU incident report policy. |

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| **Fire** | Smoke inhalation, burns and more severe. Risk of extreme harm. | All participants and organisers/staff and spectators | 1 | 5 | 5 | Those leading the session must ensure they are aware of and fully understand the venue or locations fire procedures.<br><br>Those leading must make sure that all exit routes are clearly highlighted and report any issues immediately to the venue.<br><br>Highlight to all the participants the nearest emergency exit routes at the start of a session, and the importance of leaving calmly in case of an emergency.<br><br>Consider accessibility requirements | 1 | 4 | 4 | In case of an emergency, please pull nearest fire alarm and ensure all participants leave the venue calmly and safely.<br><br>Once in a safe position to do so, call the emergency services on 999.<br><br>Any incidents need to be reported as soon as possible ensuring duty manager/health and safety officers have been informed. Follow SUSU incident report policy. |

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| **Setting up/moving or chairs/tables/other objects in the area**. | Bruising or broken bones from tripping over table and chairs. | Meeting organisers and attendees | 2 | 3 | 6 | Make stall operators aware of the potential risks, follow manual handling guidelines<br><br>Ensure that at least 2 people carry tables.<br>Setting up tables will be done by organisers.<br><br>Work in teams when handling other large and bulky items.<br><br>Request tools to support with move of heavy objects- SUSU Facilities/venue. E.g., hand truck, dolly, skates<br><br>Make sure anyone with any pre-existing conditions isn't doing any unnecessary lifting and they are comfortable. | 1 | 3 | 3 | Seek assistance if in need of extra help from facilities staff/venue staff if needed<br><br>Seek medical attention from SUSU Reception if in need<br><br>Contact emergency services if needed<br><br>All incidents are to be reported on the as soon as possible ensuring the duty manager/health and safety officer have been informed. Follow SUSU incident report policy |

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| **Overcrowding** | Physical injury | Event organisers and attendees | 1 | 3 | 3 | Do not push/shove<br><br>If large crowds form, barriers can be requested by SUSU facilities team (if available on the day) to assist with crowd management.<br><br>Book during quieter times when less activities taking place on Redbrick/book all available space<br>Inform other bookings on the Redbrick/in the area of the event | 1 | 3 | 3 | Seek medical attention if problem arises<br><br>With support from a SUSU Activities coordinator Inform UoS security team of the event (– on campus 3311, off campus 02380 593311. unisecurity@soton.ac.uk) and liaise with them on need for security teams on the day<br><br>Security team may inform police of the event if required (e.g. marches) |

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| **Electronics** | Risk of eye strain, injury, electric shock | Committee and attendees | 2 | 4 | 8 | Ensure regular breaks (ideally every 20mins) when using screens<br><br>Ensure screen is set up to avoid glare, is at eye height where possible<br><br>Ensure no liquids are placed near electrical equipment<br><br>Ensure all leads are secured with cable ties/mats etc | 1 | 4 | 4 | Request support and advice from SUSU IT/Tech teams e.g. via activities team<br><br>For external venues pre-check equipment and last PAT testing dates<br>Seek medical attention as required |

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| **Accessibility**:<br><br>Entrances and Exits to the chosen area. | Participants may be prevented from attending the activity due to a lack of considerations of accessibility needs and requirements.<br><br>They could also be prevented from leaving the area quickly in an emergency if the correct infrastructure and considerations have not been made. | Participants, committee | 1 | 5 | 5 | All areas chosen for activity will have their suitability checked.<br><br>If a closed activity for members, members will be consulted to ensure there are no accessibility requirements.<br><br>If an open activity, committee will consider all accessibility requirements and ensure that the area chosen is as accessible as possible. | 1 | 5 | 5 | In case of an emergency, call the emergency services on 999.<br><br>If those with accessibility problems have not been able to exit, make the building manager and emergency services aware.<br><br>Any incidents need to be reported as soon as possible ensuring duty manager/health and safety officers have been informed. Follow SUSU incident report policy. |

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| **Reputational Risk:**<br><br>For the club or society, as well as to SUSU and the University | Incidents during club or society activity could pose a reputational risk to the club, Southampton University Students' Union or Southampton University itself.<br><br>This could be controversial posts, conduct during a game, conduct during social, or anything else that brings the clubs/societies, SUSU or the University's name intro disrepute. | The club, SUSU or the University's reputation | 2 | 1 | 2 | Ensuring all parts of this risk assessment are adhered to.<br><br>Ensuring that any incidents involving public or others are recorded and addressed.<br><br>Ensuring all members are reminded that they are representing the club/society, SUSU and the University in (usually) branded clothing. | 1 | 1 | 1 | Seek further support from SUSU Sports Coordinators and/or SUSU Activities Team. |

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| **Financial Risk:**<br><br>For the club or society, or potentially even SUSU if the club/soc finds itself in difficulty. | Club or society activity costing more than planned, weakening their financial position.<br><br>Incidents with members of the public, participants, staff or members causing lawsuits and financial penalties. | The club or society<br><br>Members subject to lawsuits<br><br>SUSU if required to assist. | 1 | 1 | 1 | Clubs and societies required to complete financial forecasting and budget for the year.<br><br>All encouraged to review membership fees yearly to ensure they are able to comfortably cover costs.<br><br>SUSU can offer clubs and societies loans – these will need to be agreed and a payment schedule decided upon. Clubs and societies that have to rely on a loan will be subject to development plans to ensure their future is protected. | 1 | 1 | 1 | Seek further support from SUSU Sports Coordinators and/or SUSU Activities Team. |

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| **Legal Compliance:**<br><br>Club or society activity going against set law.<br><br>This includes breaches of the freedom of speech act | Fines imposed upon the student group as well as SUSU.<br><br>Jail sentences.<br><br>Reputational risk to the student group, SUSU and the wider University | The club or society, committee and members, SUSU or the Wider University. | 1 | 1 | 1 | All clubs and societies should ensure they are following set law at all times. If ever in doubt, they will contact the Activities team prior to the activity taking place.<br><br>All who wish to bring in an external speaker must follow due process, available here<br><br>This will be looked over by the Activities Team, and may require security being consulted and an extra risk assessment being submitted. | 1 | 1 | 1 | Seek further support from SUSU Sports Coordinators and/or SUSU Activities Team. |

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| **Medical Issues:**<br><br>Pre-existing and process for any that appear during club or society activity | Illness, death | Members, committee | 3 | 3 | 9 | All clubs and societies should have a process for if a medical issue occurs.<br><br>All should know the location of the nearest first aider. Members do not need to disclose medical information to committee (GDPR), but all committee should know how to find a first aider and help quickly.<br><br>If in a Southampton Sport space, contact reception. If in SUSU, contact reception. If no-one can be found, contact campus Security – 02380 593311<br>Advise participants; to bring their personal medication<br><br>Members/Committee to carry out first aid if necessary and only if qualified and confident to do so | 1 | 3 | 3 | In an emergency, contact 999.<br><br>Any incidents need to be reported as soon as possible ensuring duty manager/health and safety officers have been informed. Follow SUSU incident report policy. |
| **Activity Considerations** | | | | | | | | | | |
| **Equipment:**<br>any equipment the sport requires/uses needs to be risk assessed. | Cut/abrasion/ bruising from sharp edges. Is the equipment safe to be used? | All participants and bystanders. | 2 | 2 | 4 | Check all equipment prior to use. Is it safe to use? Does it have any sharp edges? Is it damaged in any way? | 1 | 1 | 1 | Seek medical attention if problem arises<br><br>Any incidents need to be reported as soon as possible ensuring duty |

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| | | | | | | Check any stands – are they safe? Are they likely to fall? Are they damaged or do they have any sharp edges?<br><br>Do those leading the session have the appropriate training to demonstrate and use the equipment correctly?<br><br>Those leading the session to remain vigilant to ensure participants are using the equipment as demonstrated. | | | | manager/health and safety officers have been informed. Follow SUSU incident report policy. |

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| **Moving/setting up equipment:**<br>Goals, hoops, nets, carrying anything else | Various forms of injuries up to and including possible sprains and breakages | All participants and organisers/staff. | 2 | 3 | 6 | Large or heavy equipment to be carried by 2 people.<br><br>Request tools to aid with the moving of heavy objects – SUSU facilities/venue e.g., hand truck, dolly, skates etc.<br><br>Any equipment not in use that is not fixed should be removed from the activity area. | 1 | 2 | 2 | If the injury is serious and participant in a lot of pain or discomfort, seek medical attention immediately.<br>Call 999 in an emergency.<br>Any incidents need to be reported as soon as possible ensuring duty manager/health and safety officers have been informed. Follow SUSU incident report policy. |

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| **Being hit by an object (ball, frisbee, hockey stick etc.)** | Concussion if hit on the head. Otherwise, potential bruising. | All participants and organisers/staff and spectators as well as members of the public who may be walking past | 2 | 4 | 8 | Players must remain aware of play and their surroundings at all times. Footballs should only be kicked during organised training, warm-ups and matches, and players should avoid deliberately kicking the ball towards people who are not participating. Warm-ups and shooting drills should be organised with adequate space between participants and away from spectators or other pitch users where possible. Players should follow the instructions of captains, referees and session organisers. Spectators and non-participants should remain a safe distance from the field of play and active training areas. | 1 | 4 | 4 | If the person who has been hit by the Football is showing signs of concussion or is confused, seek medical attention immediately. Call 999 in an emergency. Any incidents need to be reported as soon as possible ensuring duty manager/health and safety officers have been informed. Follow SUSU incident report policy. |

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| **Removal of Jewellery, plus any other objects in pockets etc** | Entrapment/ things getting stuck, collisions with others that could cause cuts or bruises. | All participants and organisers/staff. | 2 | 2 | 4 | Participants asked to remove jewellery and objects from pockets prior to joining in.<br><br>Those leading the session must ensure this has been done. | 1 | 2 | 2 | If any injury occurs, seek medical attention.<br><br>If severe, call 999 in an emergency.<br><br>Any incidents need to be reported as soon as possible ensuring duty manager/health and safety officers have been informed. Follow SUSU incident report policy. |

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| **Over-exertion or exhaustion. Strenuous exercise and the effect on the body** | Muscle injury – strains and pulls. | All participants and organisers/staff | 3 | 3 | 9 | Those leading the session should ensure a proper and thorough warm up is carried out prior to the session that focuses on the areas that are likely to be used the most i.e., arms. | 2 | 3 | 6 | If any injury occurs, seek medical attention.<br><br>If severe, call 999 in an emergency (although unlikely for muscular)<br><br>Any incidents need to be reported as soon as possible ensuring duty manager/health and safety officers have been informed. Follow SUSU incident report policy. |

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| **Participant Attire:** Is the clothing they are wearing, including shoes, relevant to the sport or activity | Injury can occur if people are not wearing attire appropriate to the sport or activity. | All participants and organisers/staff and spectators | 2 | 3 | 6 | Ensure all participants are wearing suitable clothing (nothing in pockets) and appropriate footwear. Is specific safety equipment required i.e., helmet, pads, gum shield etc? | 1 | 3 | 3 | If the injury is serious and participant in a lot of pain or discomfort, seek medical attention immediately. Call 999 in an emergency. Any incidents need to be reported as soon as possible ensuring duty manager/health and safety officers have been informed. Follow SUSU incident report policy. |

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| **Extreme Weather** | Heat or sun – risk of sunburn, heat exhaustion and dehydration.<br>Cold – risk of hypothermia.<br>Weather directly influences ground surfaces (see below) and the risk of slips, trips and falls (see above) | All participants and organisers/staff and spectators | 3 | 3 | 9 | Ensure regular drinks breaks are taken, and that each participant and staff member is advised to bring their own drinks bottle.<br><br>If it is hot or sunny, ensure participants have taken steps to reduce their chance of harm – i.e., use of sun cream, hats and having available shaded area.<br>If it is cold, ensure participants have suitable attire to enable them to keep warm. | 1 | 3 | 3 | If anyone is affected by the heat or cold, seek immediate medical attention.<br><br>If severe, call 999 in an emergency.<br><br>Any incidents need to be reported as soon as possible ensuring duty manager/health and safety officers have been informed. Follow SUSU incident report policy. |

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| **Ground Surfaces** | Hard, uneven or slippery surfaces, usually linked to weather, that can cause slips trips and falls (see section 1). | All participants and organisers/staff and spectators | 2 | 3 | 6 | Check areas for hazards prior to session starting.<br><br>Ensure participants are wearing suitable clothing (nothing in pockets) and appropriate footwear. | 1 | 3 | 3 | If the injury is serious and participant in a lot of pain or discomfort, seek medical attention immediately. Call 999 in an emergency. Any incidents need to be reported as soon as possible ensuring duty manager/health and safety officers have been informed. Follow SUSU incident report policy. |
| **Tackling (sport appropriate)** | Players can get injured from dangerous tackles – worst case broken legs or other limbs | Players/Participants | 2 | 4 | 8 | Ensure players are wearing relevant safety equipment i.e. shin pads, mouth guards etc. | 1 | 4 | 4 | If the injury is serious and participant in a lot of pain or discomfort, seek medical attention immediately. Call 999 in an emergency. Any incidents need to be reported as soon as possible ensuring duty manager/health and safety officers have been informed. Follow SUSU incident report policy. |

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| **Injury from insufficient warmups** | Pulled or strained muscles | Players/Participants | 3 | 3 | 9 | Players/participants told the benefits of an effective warm up and encouraged to complete. Warmups led by an appropriately qualified or experienced individual. Appropriate recovery methods also discussed to ensure muscles are more pliable to warm up. | 1 | 3 | 9 | If the injury is serious and participant in a lot of pain or discomfort, seek medical attention immediately. Call 999 in an emergency. Any incidents need to be reported as soon as possible ensuring duty manager/health and safety officers have been informed. Follow SUSU incident report policy. |
| **Qualification of coaches/instructors** | Participants could be hurt or hurt each other if the coach does not possess relevant qualifications to be able to deliver the sport or activity safely. | Players/Participants | 3 | 3 | 9 | Clubs will source coaches/instructors that have the relevant qualifications to deliver their sport to that target audience (for example, football coaches will need a UEFA C/FA level 2 to be able to coach a team). Clubs are to research this and liaise with the students union. | 1 | 3 | 3 | Seek further support from the SUSU Sports Coordinators and/or the sports national governing body. |

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| **Travel:**<br>Wide Lane, Highfield, Watersports or to away games | Traffic violations, fines, collusion, injury, death | Members, those driving, members of the public | 4 | 5 | 20 | Club committee to check that drivers have the relevant licences and insurance for the mode of travel. This includes if they have completed a SUSU minibus test.<br><br>Members expected to drive or travel in a sensible manner, with those doing otherwise to face disciplinary action (from the club in the first instance). Can cause reputational issues, especially if driving SUSU branded vehicles. Importance of this to be reminded. | 2 | 2 | 4 | Contact emergency services as required 111/999<br><br>Incidents are to be reported on the as soon as possible ensuring the duty manager/health and safety officer have been informed.<br><br>Follow SUSU incident report policy |

| *PART A* | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| **(1) Risk identification** | | | **(2) Risk assessment** | | | | **(3) Risk management** | | | | |
| **Hazard** | **Potential Consequences** | **Who might be harmed**<br><br>**(user; those nearby; those in the vicinity; members of the public)** | **Inherent** | | | **Control measures (use the risk hierarchy)** | **Residual** | | | **Further controls (use the risk hierarchy)** |
| | | | **Likelihood** | **Impact** | **Score** | | **Likelihood** | **Impact** | **Score** | |
| **Lighting** | Players/Participants unable to see each other, the equipment or obstacles clearly, resulting in a higher risk of injury. | Players/Participants, Coaches/Instructors | 5 | 4 | 20 | Training and matches will only take place where there is sufficient light. Coaches and committee are deemed to be responsible for determining what is a safe light level.<br><br>If lights are not working, this will be reported to Southampton Sport and the session stopped. SUSU Sports Coordinators will not schedule training or games in unlit areas past the predicted sunset. | 1 | 4 | 4 | If the injury is serious and participant in a lot of pain or discomfort, seek medical attention immediately. Call 999 in an emergency. Any incidents need to be reported as soon as possible ensuring duty manager/health and safety officers have been informed. Follow SUSU incident report policy. |

| *PART A* | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| **(1) Risk identification** | | | **(2) Risk assessment** | | | | **(3) Risk management** | | | | |
| **Hazard** | **Potential Consequences** | **Who might be harmed**<br><br>**(user; those nearby; those in the vicinity; members of the public)** | **Inherent** | | | **Control measures (use the risk hierarchy)** | **Residual** | | | **Further controls (use the risk hierarchy)** |
| | | | **Likelihood** | **Impact** | **Score** | | **Likelihood** | **Impact** | **Score** | |
| **Ability of players** | Players could be placed at the wrong level or in the wrong teams, resulting in potential risk of injury to themselves or others. | Players/Participants, Coaches/Instructors | 3 | 5 | 15 | Some clubs will run trials to ensure players are located in the right teams with others of a similar level.<br><br>Coaches to decide whether it is safe for a player/participant to be part of that team or training.<br><br>Coaches and committee to ensure that their team is playing against other teams of a similar level, training and in a safe environment. | 1 | 5 | 5 | If the injury is serious and participant in a lot of pain or discomfort, seek medical attention immediately. Call 999 in an emergency. Any incidents need to be reported as soon as possible ensuring duty manager/health and safety officers have been informed. Follow SUSU incident report policy. |

| *PART A* | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| **(1) Risk identification** | | | **(2) Risk assessment** | | | | **(3) Risk management** | | | | |
| **Hazard** | **Potential Consequences** | **Who might be harmed**<br><br>**(user; those nearby; those in the vicinity; members of the public)** | **Inherent** | | | **Control measures (use the risk hierarchy)** | **Residual** | | | **Further controls (use the risk hierarchy)** |
| | | | **Likelihood** | **Impact** | **Score** | | **Likelihood** | **Impact** | **Score** | |
| **Southampton Sport Facilities Considerations** | | | | | | | | | | |

| | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|
| **Facility defects, including, Lighting, Heating, Fire, Bomb Threat (unidentified package), fire exit blocked**<br><br>**Wet floors, uneven surfaces or defects. Extreme heat, fire exits blocked**<br><br>**Uneven surfaces or defects** | Causing Slip, trip or Falls.<br><br>Minor bruising, sprain, fracture, dislocation, concussion, dehydration, entrapment.<br><br>Person or persons falling over or into objects and/or each other, due to fire exit blocked | Participants involved in the activity, referees, spectators and customers of the facility | 2 | 4 | 8 | Everyone to ensure they do visual checks of the facility / pitch/ court before the session starts and report anything to the Southampton Sport Staff.<br><br>If playing surface is deemed unsafe then the session is not to go ahead.<br><br>If the area can be sectioned off then play can continue avoiding this area, this will be determined by the club.<br><br>*Excessive Heat*<br>Ensure participants take on enough water in extreme heat. Report heat to Southampton Sport Staff.<br><br>*Fire exit blocked*<br>Everyone to ensure they do not put anything in front of fire exits.<br><br>Everyone to ensure they remove anything put in front of fire exits.<br><br>Clear walkways are maintained in all areas accessing the fire exits. | 1 | 3 | 3 | QR codes to report any defects to the Southampton Sport Staff.<br><br>Injuries to be reported to the Southampton Sport Staff and via the SUSU reporting system. |

| *PART A* | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| **(1) Risk identification** | | | **(2) Risk assessment** | | | | **(3) Risk management** | | | | |
| **Hazard** | **Potential Consequences** | **Who might be harmed**<br><br>**(user; those nearby; those in the vicinity; members of the public)** | **Inherent** | | | **Control measures (use the risk hierarchy)** | **Residual** | | | **Further controls (use the risk hierarchy)** |
| | | | **Likelihood** | **Impact** | **Score** | | **Likelihood** | **Impact** | **Score** | |
| **Equipment provided by Southampton Sport failure** | Minor bruising, sprain, fracture, dislocation, concussion, | Participants in the activity, referees, spectators | 2 | 3 | 6 | Everyone to report equipment failure to the Southampton Sport Staff.<br><br>If equipment is unsafe, take it out of action. | 2 | 2 | 4 | QR code to report any equipment failure to the Southampton Sport Staff.<br><br>Injuries to be reported to the Southampton Sport Staff and via the SUSU reporting system. |

| | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|
| **Violent or aggressive behaviour or actions towards staff or other customers** | Inflicting physical injury, vandalising property, financial loss or reputation | Staff, customers, members | 3 | 3 | 9 | Abiding by facility rules, everyone should treat people with respect.<br><br>In serious circumstances seek assistance. | 2 | 2 | 4 | Make Southampton Sport Staff aware, call security.<br><br>Injuries to be reported to the Southampton Sport Staff ad via the SUSU reporting system.<br><br>Contact Report and Support Report + Support - University of Southampton |

| *PART A* | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| **(1) Risk identification** | | | **(2) Risk assessment** | | | | **(3) Risk management** | | | | |
| **Hazard** | **Potential Consequences** | **Who might be harmed**<br><br>**(user; those nearby; those in the vicinity; members of the public)** | **Inherent** | | | **Control measures (use the risk hierarchy)** | **Residual** | | | **Further controls (use the risk hierarchy)** |
| | | | **Likelihood** | **Impact** | **Score** | | **Likelihood** | **Impact** | **Score** | |
| **Socials** | | | | | | | | | | |
| **Costumes/Fancy Dress** | Props/costumes causing injury or offence | Participants<br>Members of the public | 2 | 2 | 4 | Ask members to only bring small items and use sensibly. Members of the society are responsible for their own possessions and the use of them.<br><br>Choose a theme unlikely to cause offence. Any participant wearing items deemed offensive asked to remove these.<br><br>Society to follow and share with members Code of conduct/SUSU Expect Respect policy | 1 | 2 | 2 | SUSU Expect Respect policy to be followed<br><br>Committee WIDE training |

| | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|
| **Alcohol consumption** | Participants may become at risk as a result of alcohol consumption<br><br>Members of the public may act violently towards participants. | Event organisers, event attendees, | 2 | 5 | 10 | Members are responsible for their individual safety though and are expected to act sensibly<br><br>Initiation behaviour not to be tolerated and drinking games to be discouraged<br><br>For socials at bars/pubs etc bouncers will be present at most venues.<br><br>Bar Security staff will need to be alerted and emergency services called as required.<br><br>Where possible the consumption of alcohol will take place at licensed premises. The conditions on the license will be adhered to and alcohol will not be served to customers who have drunk to excess<br><br>Committee to select 'student friendly' bars/clubs and contact them in advance to inform them of the event<br><br>Society to follow and share with members Code of conduct/SUSU Expect Respect policy | 1 | 3 | 3 | Follow SUSU incident report policy<br><br>Call emergency services as required 111/999<br><br>Committee WIDE training |

| | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|
| **Travel** | Vehicle's collision -causing serious injury | Event organisers, event attendees, Members of the public | 4 | 3 | 12 | Members are responsible for their individual safety and are expected to act sensibly<br>Local venues known to University of Southampton (UoS) students chosen<br><br>Event organisers will be available to direct people between venues.<br><br>Attendees will be encouraged to identify a 'buddy', this will make it easier for people to stay together. They will be encouraged (but not expected) to look out for one another and check in throughout the night where possible.<br><br>Avoid large groups of people totally blocking the pavement or spilling in to the road.<br><br>Anybody in the group who is very drunk or appears unwell and therefore not safe should be encouraged to go home ideally with someone else. If required a taxi will be called for them (ideally SUSU safety bus will be used, or radio taxis). | 2 | 2 | 4 | Where possible venues chosen for socials will be local/known to members and within a short distance from each other.<br>Contact emergency services as required 111/999<br><br>Incidents are to be reported on the as soon as possible ensuring the duty manager/health and safety officer have been informed.<br><br>Follow SUSU incident report policy |

| *PART A* | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| **(1) Risk identification** | | | **(2) Risk assessment** | | | | **(3) Risk management** | | | | |
| **Hazard** | **Potential Consequences** | **Who might be harmed**<br><br>**(user; those nearby; those in the vicinity; members of the public)** | **Inherent** | | | **Control measures (use the risk hierarchy)** | **Residual** | | | **Further controls (use the risk hierarchy)** |
| | | | **Likelihood** | **Impact** | **Score** | | **Likelihood** | **Impact** | **Score** | |
| | | | | | | Be considerate of other pedestrians & road users, keep disturbance & noise down. | | | | |
| **Travel by car, train, bus, plane when leaving the local area.** | Vehicle collision – causing anything from minor to severe injuries, as well as mental health issues. | Members, those driving, members of the public | 4 | 3 | 12 | Club committee to check that drivers have the relevant licences and insurance for the mode of travel. This includes if they have completed a SUSU minibus test.<br><br>Members expected to drive or travel in a sensible manor, with those doing otherwise to face disciplinary action (from the club in the first instance). Can cause reputational issues, especially if driving SUSU branded vehicles. Importance of this to be reminded. | 2 | 2 | 4 | Contact emergency services as required 111/999<br><br>Incidents are to be reported on the as soon as possible ensuring the duty manager/health and safety officer have been informed.<br><br>Follow SUSU incident report policy |

| ***PART A*** | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| **(1) Risk identification** | | | **(2) Risk assessment** | | | | **(3) Risk management** | | | | |
| **Hazard** | **Potential Consequences** | **Who might be harmed**<br><br>**(user; those nearby; those in the vicinity; members of the public)** | **Inherent** | | | **Control measures (use the risk hierarchy)** | **Residual** | | | **Further controls (use the risk hierarchy)** |
| | | | **Likelihood** | **Impact** | **Score** | | **Likelihood** | **Impact** | **Score** | |
| **Medical emergency** | Members may sustain injury /become unwell<br><br>pre-existing medical conditions<br>Sickness<br>Distress | Members | 2 | 5 | 10 | Advise participants; to bring their personal medication<br><br>Members/Committee to carry out first aid if necessary and only if qualified and confident to do so<br><br>Contact emergency services as required 111/999<br><br>Contact SUSU Reception/Venue staff for first aid support | 2 | 4 | 8 | Incidents are to be reported on the as soon as possible ensuring the duty manager/health and safety officer have been informed.<br><br>Follow SUSU incident report policy |

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|---|---|---|---|---|---|---|---|---|---|---|
| **Spiked Drinks/Alcohol Poisoning** | Participants may consume too much alcohol during this event or be spiked. This could result in a loss of consciousness or self-control | Event organisers, event attendees, | **2** | **5** | **10** | Supervision, the event will be run by the society committee These attend each venue. Ideally, they will not drink to excess during the event<br><br>Bouncers/trained staff in Pubs should watch for excessive drinking and watch people who are believed to have consumed a lot of alcohol. Report any suspicious behaviour to staff.<br><br>Participants encouraged to stay with a nominated 'buddy' where possible.<br><br>The organizers have confirmed the premise is licensed. **Action organizers (b).**<br>• The consumption of alcohol will take place at licensed premises. The conditions on the license will be adhered to and alcohol will not be served to customers who have drunk to excess. Action licensee.<br><br>**Games involving binge drinking or the consumption of excessive amounts of** | **2** | **3** | **6** | Members are responsible for their individual safety though and are expected to act sensibly when walking around. For anyone who is too inebriated it will be suggested to them that they should return home rather than continue on the social. Taxis will be called if required (look at SUSU safety Bus, Radio Taxis options)<br><br>If they need to go to the hospital they will also be accompanied there.<br><br>Participants advised to avoid leaving drinks unattended and if you think anything has been added to a drink; report it; try and retain the drink for testing.<br><br>All incidents are to be reported on the as soon as possible ensuring the duty manager/health and safety officer have been informed.<br><br>Follow SUSU incident report policy |

| *PART A* | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| (1) Risk identification | | | (2) Risk assessment | | | | (3) Risk management | | | | |
| Hazard | Potential Consequences | Who might be harmed<br><br>(user; those nearby; those in the vicinity; members of the public) | Inherent | | | Control measures (use the risk hierarchy) | Residual | | | Further controls (use the risk hierarchy) |
| | | | Likelihood | Impact | Score | | Likelihood | Impact | Score | |
| | | | | | | alcohol are not to be undertaken.- Society to follow Code of conduct/Expect Respect policy | | | | |

| *PART A* | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| **(1) Risk identification** | | | **(2) Risk assessment** | | | | **(3) Risk management** | | | | |
| **Hazard** | **Potential Consequences** | **Who might be harmed**<br><br>**(user; those nearby; those in the vicinity; members of the public)** | **Inherent** | | | **Control measures (use the risk hierarchy)** | **Residual** | | | **Further controls (use the risk hierarchy)** |
| | | | **Likelihood** | **Impact** | **Score** | | **Likelihood** | **Impact** | **Score** | |
| **Members getting lost or separated. Members leaving an event/activity alone or without notifying others.** | During the event participants may decide they want to l<br>eave, or they may get lost on the way | Event organisers, event attendees, | 3 | 3 | 9 | If a person leaves without warning all efforts will be done to locate them. Stress however that attendees are responsible for their individual safety.<br><br>Supervision, the event will be run by the society committee These attend each venue. Ideally, they will not drink to excess during the event<br><br>Venues chosen local and within a short distance from each other. Will look to select venues known to UoS students and within student areas. | 2 | 2 | 4 | Follow SUSU incident report policy<br><br>Call emergency services as required |

| *PART A* | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| **(1) Risk identification** | | | **(2) Risk assessment** | | | | **(3) Risk management** | | | | |
| **Hazard** | **Potential Consequences** | **Who might be harmed**<br><br>**(user; those nearby; those in the vicinity; members of the public)** | **Inherent** | | | **Control measures (use the risk hierarchy)** | **Residual** | | | **Further controls (use the risk hierarchy)** |
| | | | **Likelihood** | **Impact** | **Score** | | **Likelihood** | **Impact** | **Score** | |
| **Violent or offensive behaviour** | Participants may become violent or offensive due to the consumption of too much alcohol.<br><br>Members of the public may act violently towards participants. | Event organisers, event attendees, | 2 | 5 | 10 | Bouncers will be present at most venues.<br>Bar Security staff will need to be alerted and emergency services called as required.<br>The consumption of alcohol will take place at licensed premises. The conditions on the license will be adhered to and alcohol will not be served to customers who have drunk to excess<br>Committee to select 'student friendly' bars/clubs and contact them in advance to inform them of the event<br>Society to follow and share with members Code of conduct/SUSU Expect Respect policy | 1 | 3 | 5 | If the situation becomes very serious and results in the participant being arrested then it will be made clear that they cannot be accompanied to the police station.<br><br>Follow SUSU incident report policy<br><br>Call emergency services as required |

| *PART A* | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| **(1) Risk identification** | | | **(2) Risk assessment** | | | | **(3) Risk management** | | | | |
| **Hazard** | **Potential Consequences** | **Who might be harmed**<br><br>**(user; those nearby; those in the vicinity; members of the public)** | **Inherent** | | | **Control measures (use the risk hierarchy)** | **Residual** | | | **Further controls (use the risk hierarchy)** |
| | | | **Likelihood** | **Impact** | **Score** | | **Likelihood** | **Impact** | **Score** | |
| **Adverse weather** | Injury, illness, Slipping, Burns | Event organisers, event attendees, | 4 | 3 | 12 | Lead organiser to check the weather are suitable for activities on the day<br><br>Warn those attending to prepare by wearing appropriate clothing and footwear e.g. via social media posts, email invites<br><br>In the case of hot weather organisers to advice participants to bring/wear appropriate level sunscreen, hydrate | 4 | 1 | 4 | If adverse weather is too extreme to be controlled, the event should ultimately be cancelled or postponed to a different date |

| *PART A* | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| **(1) Risk identification** | | | **(2) Risk assessment** | | | | **(3) Risk management** | | | | |
| **Hazard** | **Potential Consequences** | **Who might be harmed**<br><br>**(user; those nearby; those in the vicinity; members of the public)** | **Inherent** | | | **Control measures (use the risk hierarchy)** | **Residual** | | | **Further controls (use the risk hierarchy)** |
| | | | **Likelihood** | **Impact** | **Score** | | **Likelihood** | **Impact** | **Score** | |
| **Slips, trips and falls as a result of alcohol** | Consumption of too much alcohol may result in participants falling and subsequently injuring themselves. | Event organisers, event attendees, | 3 | 2 | 6 | Committee to check that chosen venues meet the following requirements:<br>- Venue is in good condition with no major trip hazards.<br>- Bar staff monitor the condition of the floors & mop up split drinks.<br>- Security staff & Bar Staff provide first aid cover.<br>DJ's or bands equipment placed so as not to form a trip hazard. Power supply leads taped down. | 3 | 1 | 3 | If necessary, emergency services will be called<br><br>Request first aid at venue<br><br>Follow SUSU incident report policy |
| **Allergies - food and drink** | Allergic reactions to food and drink when out | Event organisers, event attendees, | 3 | 5 | 15 | Attendees responsible for own welfare I such instances- follow guidelines of venues. First aid requested from bar staff as required. | 1 | 5 | 5 | Call Emergency Services/alert bar staff |

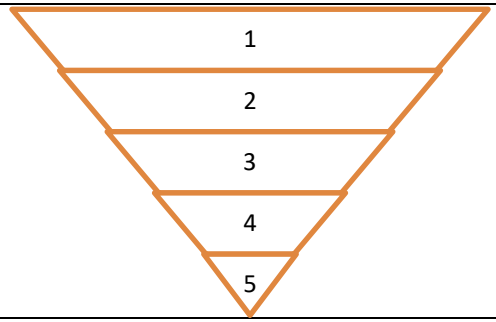
***PART B – Action Plan***

# Risk Assessment Action Plan

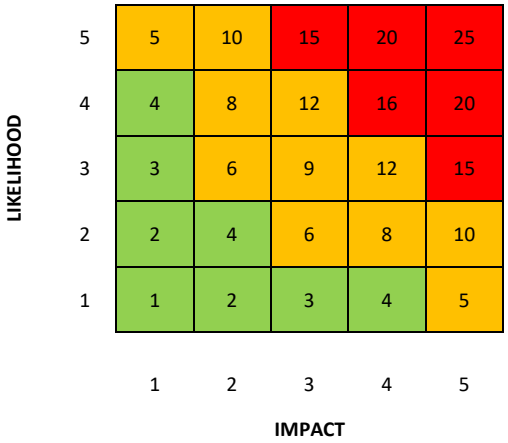
| Part no. | Action to be taken, incl. Cost | By whom | Target date | Review date | Outcome at review date |
|---|---|---|---|---|---|
| | Ensure football and training equipment (footballs, bibs, cones and goals where applicable) is suitable for use and any defective equipment is removed from use and reported/replaced. | President, Vice-President, and Captain | 09/09/2026 | 25/01/2027 | |
| | Ensure players are informed of required protective equipment, including shin pads and footwear appropriate to the playing surface. | President, Vice-President, and Captain | 09/09/2026 | 25/01/2027 | |
| | Ensure all training sessions and fixtures take place on booked/designated pitches, with a visual check of the playing area before use and any significant defects reported to Southampton Sport. | President, Vice-President, and Captain | 09/09/2026 | 25/01/2027 | |
| | Brief players on safe play, expected conduct, relevant rules and emergency/injury procedures, including how incidents should be reported. | President, Vice-President, and Captain | 09/09/2026 | 25/01/2027 | |
| | Ensure appropriate arrangements are in place for weekly club socials, including communicating expected standards of behaviour, relevant | President, Vice-President, and Captain | 09/09/2026 | 25/01/2027 | |

| | | | | | |
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| | welfare information and arrangements for members to travel home safely. | | | | |
| | Review this risk assessment following any significant incident, change in activity or identified hazard, and update control measures where required. | President, Vice-President, and Captain | 09/09/2026 | 25/01/2027 | |
| | | | | | |
| Responsible committee member signature: LH<br><br>Print name: Luca Hurrel Date: 09/09/2026 | | | | Responsible committee member signature: JH<br><br>Print name: Jacob Holroyd Date: 09/09/2026 | |

## Assessment Guidance

| | | | |
|---|---|---|---|
| 1. Eliminate | Remove the hazard wherever possible which negates the need for further controls | If this is not possible then explain why |  |
| 2. Substitute | Replace the hazard with one less hazardous | If not possible then explain why | |
| 3. Physical controls | Examples: enclosure, fume cupboard, glove box | Likely to still require admin controls as well | |
| 4. Admin controls | Examples: training, supervision, signage | | |
| 5. Personal protection | Examples: respirators, safety specs, gloves | Last resort as it only protects the individual | |






Risk process

1. Identify the impact and likelihood using the tables above.
2. Identify the risk rating by multiplying the Impact by the likelihood using the coloured matrix.
3. If the risk is amber or red – identify control measures to reduce the risk to as low as is reasonably practicable.
4. If the residual risk is green, additional controls are not necessary.
5. If the residual risk is amber the activity can continue but you must identify and implement further controls to reduce the risk to as low as reasonably practicable.
6. If the residual risk is red do not continue with the activity until additional controls have been implemented and the risk is reduced.
7. Control measures should follow the risk hierarchy, where appropriate as per the pyramid above.
8. The cost of implementing control measures can be taken into account but should be proportional to the risk i.e. a control to reduce low risk may not need to be carried out if the cost is high but a control to manage high risk means that even at high cost the control would be necessary.

| 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. |

| 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 |