


University of Southampton Health & Safety Risk Assessment

Version: 2.3/2017

Risk Assessment

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|--|--|-------------------|---|
| Risk Assessment for the activity of | MSA Southampton's Deepavali Event Building 58, 1067 | Date | 04/11/2021 |
| Unit/Faculty/Directorate | Society | Assessor | Rushdi Rosli |
| Line Manager/Supervisor | <i>Sharifah Miza Farhana Said Anuar</i> | Signed off |  |

| 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 | | | Control measures (use the risk hierarchy) | Residual | | | Further controls (use the risk hierarchy) |
| | | | Li k e l i h o o d | I m p a c t | Sc o r e | | Li k e l i h o o d | I m p a c t | Sc o r e | |
| Peer Pressure | - May lead to depression and anxiety - May lead to individuals being ostracised if they do not submit to peer pressure | Users | 3 | 3 | 9 | 1. Be approachable and friendly to members 2. Ban anyone who tries to be a negative influence 3. Always provide support for those who are in need 4. Committees have to be aware of these issues and ensure there are protective measures in place. | 2 | 3 | 6 | - Always ensure members have access to mental health support. |

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|--------------------------------|---|---|---|---|----|--|---|---|----|--|
| Henna | - Poisonous when taken by mouth | Users | 1 | 5 | 5 | 1. Make sure no small children/ pets are around the henna 2. Make sure medical attention is promptly accessible in the unlikely event that henna is consumed | | | | |
| Spread of COVID 19 Coronavirus | <ul style="list-style-type: none"> - Fever - Cough - Loss of Smell & Taste - Difficulty Breathing | Users; those nearby and in the vicinity; especially vulnerable groups | 3 | 5 | 15 | 1. Accessible hand washing facilities and stringent hand washing guidelines 2. Adhere to Government social distancing guidelines (for which there is none at the moment) 3. Individuals with current COVID 19 symptoms are advised against participating in the event | 2 | 5 | 10 | <ul style="list-style-type: none"> - Frequent cleaning and disinfection of objects and surfaces, particularly in areas of high use such as door handles and light switches - Have spare disposable gloves and masks at the ready |
| Crowd Control | <ul style="list-style-type: none"> - Risk of stampede - Congestion at entrances and fire exits | Users | 2 | 4 | 8 | 1. Make sure nothing is blocking entrances and exits 2. Be vigilant about venue capacity limit | | | | |

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|--------------------------|---|-------|---|---|---|--|--|--|--|--|
| Rubbish | - Unclean environment | Users | 1 | 1 | 1 | 1. Have binbags ready 2. Cleanup after event | | | | |
| Noise from Movie Showing | - May disturb people working as it is a University facility | | 1 | 1 | 1 | 1. Be vigilant for any noise complaints 2. Turn down movie volume if too loud | | | | |

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 |
|----------|--|---------|-------------|-------------|------------------------|
| 1 | Have hand sanitiser and spare face masks ready (no cost) | Users | | | |
| 2 | Print off signage so people know where the event, registration table and etc. is (no cost) | Users | | | |
| 3 | Committee members stay vigilant to anyone who seems left out (no cost) | Users | | | |
| 4 | Buy bin bags for rubbish (GBP 3) | Users | | | |


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Responsible Manager's Signature:  (04/11/2021)

Print Name: AHMAD RUSHDI BIN MOHD ROSLI

Responsible Manager's Signature: 

Print Name: **Sharifah Miza Farhana Said Anuar**

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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 |

| | | | | | | |
|--|---|-------------------|----|----|----|----|
| | | LIKELIHOOD | | | | |
| | | 5 | 4 | 3 | 2 | 1 |
| | 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. |

| 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 |

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