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| **Risk Assessment** |
| **Risk Assessment for the activity of** |  **Music Concert**  | **Date** | **07/09/2018** |
| **Club or Society** | Alternative and Indie Music Society | **Assessor** |  |
| **President or Students’ Union staff member** | ***President, Vice President, Social Secretory*** | **Signed off** |  |

| ***PART A***  |
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| **(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** |
| Crowded room | Rowdy behaviour from the crowd within the room including members of the public.  | Those in the vicinity if this occurred.  | **3** | **1** | **4** | **Warn members of others behaviour.**  | **2** | **1** | **2** | Not possible to replace hazard. Make sure people involved are sufficiently warned of potential risk.  |
| Dark Room | Tripping on unseen bumps in the floor. Disorientation. | People in the vicinity. | **2** | **1** | **3** | **Alert members to bumps / unmarked steps if present in venue.**  | **1** | **1** | **1** | Make sure steps are marked if in alternative venue. People warned to take care.  |
| Water / leaves being trudged into the venue | During winter, leaves or water entering the venue via footwear.  | People in the vicinity.  | **2** | **1** | **3** | **Alert people in the vicinity if applicable.** | **2** | **1** | **3** | Make sure pathways are clear / dry. Cones if water body is sizable.  |
| Unsafe decibel usage.  | Temporary minor damage to ears during gig.  | Those in the vicinity.  | **2** | **1** | **3** | **Measure / ask bands involved regarding the decibel rating during the gig.** | **1** | **1** | **1** | Download app or inquire to learn of rating and to make sure it is safe. Urge persons to use ear buds if particularly sensitive.  |
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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** |
| 1 | Make sure people are aware of steps/ potential unseen dips in flooring via word of mouth. If leaves / water of sizable quantity in the venue, then it can be removed by a member (cost = £0). Decibels will be measured to ensure safety (cost = £0). | Poppy Simkins | 29/09/2018 | 30/10/2018 |  |
| 2 |  |  |  |  |  |
| 3 |  |  |  |  |  |
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| Responsible committee member signature: | Responsible committee member signature: |
| Print name: POPPY SIMKINS | Date: 07/09/2018 | Print name: | Date |

**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.  |

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.

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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 |