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| **Risk Assessment** | | | | |
| **Risk Assessment for the activity of** | SUPRASS | | **Date** | 02/11/2022 |
| **President** | Emily Kent | **President’s Signature** | Text, letter  Description automatically generated | |
| **Secretary** | Thomas Tsui | **Secretary’s Signature** |  | |
|  |  | **Assessor** |  | |
| **Line Manager/Supervisor** |  | **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** |
| Suturing on plastic models | Injury due to sharps, such as a needle prick. | * Soc Members * User, those nearby. | **4** | **2** | **8** | * Warnings, sharps handled with care | **2** | **2** | **4** | **Basic First aid, which can be self-administered.** |
| Suturing using pig trotters | Raw meat smell causing nausea/fainting  Cross contamination needle prick | * Soc Members * User, those nearby * User | **4** | **1** | **4** | * Warnings given, and people told to lie down if they don’t feel well (basic first aid) * Ask members to clarify if they have any specific health conditions which may put them in the ‘at risk’ category * Very clear instructions, more blunt needles which are unlikely to cause harm * Use of gloves | **1** | **3** | **3** | **Basic first aid, can be self-administered**   * Seek medical attention from SUSU * Contact facilities team via SUSU reception/venue staff * Contact emergency services if needed   SUSU food hygiene level 2 course available for completion- requests made to activities team  Call for first aid/emergency services a required   * Report incidents via SUSU incident report procedure   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](https://www.susu.org/groups/admin/howto/protectionaccident) |
| Pig trotter use | Raw meat contamination | * Soc Members | **2** | **3** | **6** | * Gloves and glasses will be used, lab coats worn, and great care will be taken throughout, hands/equipement must be washed afterwards * Providing hand sanitizer around the environment, in addition to washrooms * Frequently cleaning and disinfecting objects and surfaces that are touched regularly, especially equipment in-between use by different people * Providing hand drying facilities – either paper towels or electrical dryers | **1** | **3** | **3** | Basic first aid, notification of organisers and appropriate health care providers:   * Seek medical attention from SUSU Reception/venue staff if in need * Contact facilities team via SUSU reception/venue staff * Contact emergency services if needed   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](https://www.susu.org/groups/admin/howto/protectionaccident) |
| Mental Health | * Members may become unwell or suffer from poor mental health | * Club/Soc Members * Vulnerable groups with existing underlying health conditions | **2** | **4** | **8** | * Committee members will promote mental health & wellbeing awareness to members Committee to share relevant support services to members i.e. Student Services, Security, Enabling Team, Advice Centre, Emergency Services | **2** | **4** | **8** | * Regular communication of mental health information and SUSU policies for those who need additional support. |

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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 | Gloves (£20 for 1 box) | Members at event | March | | July 2023 |  | |
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| Responsible manager’s signature:  Text, letter  Description automatically generated | | | | | Responsible manager’s signature: | | |
| Print name: EMILY KENT | | | | Date:8/12/22 | Print name: THOMAS TSUI | | Date: 8/12/22 |

**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 |