

Risk Assessment

Risk Assessment for the activity of	Thai Society's General Activity throughout the academic year 2025-26, including <ul style="list-style-type: none"> ○ Meetings ○ Socials ○ Pub crawls ○ Sporting activities/competitions 		Date	04/10/2025
Group name	Thai Society	Assessor	Herin Jin	
Supervisor	Herin Jin	Signed off	SUSU USE ONLY	
Description of event/activity	<ul style="list-style-type: none"> - Meetings with members of the society will take place on Highfield campus in lecture halls or seminar rooms depending on their availabilities specific to each meeting - The aim is to have meetings at least twice per month on Fridays. However, days are subject to change depending on when in which semester the meeting takes place - Socials are similar to meetings except that the number of attendees tend to be quite larger and the location is likely to be outside of campus for example, a restaurant or a public recreational place i.e. the Southampton Common, Westquay - Socials will be placed on the weekends and will be a monthly event - No extra equipments are needed for the meetings and socials as the most we will use is our devices - As our society is not large in numbers, our pub crawls are likely to be shorter routes and may not end up with going to a club. Our pub crawls will involve going to pubs and doing small challenges to get members of the society to interact and engage with each other and the challenges may involve drinking alcohol. Nevertheless, this does not mean that we require all attendees to drink alcohol. Drinking alcohol will always remain optional in all of our events. - An appropriate form of ID from each attendee is required for the pub crawls - Our pub crawls will take place in the following route: Stags, Mitre, Broadway, Hobbit, Shooting Star, Trilogy Nightclub 			

	<ul style="list-style-type: none"> - Sporting activities and competitions that we will have within our society will involve the members and the committee of our society playing sports like basketball, football, badminton, volleyball and dodgeball together. There may be other sporting activities such as Tug of War or short distance running but these occur less frequently. - Appropriate footwear and sportswear is required for all the sporting activities - Locations will vary but will include the Jubilee Sports Centre, Wide Lane and the Avenue Campus Basketball courts - Sporting competitions will be with other Thai societies from other universities across the UK such as UCL and University of Bath
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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			Control measures (use the risk hierarchy)	Residual			Further controls (use the risk hierarchy)
			L i k e l i h o o d	I m p a c t	S c o r e		L i k e l i h o o d	I m p a c t	S c o r e	
General Considerations (including group meetings)										

Slips, trips and falls	Physical injury	Committee members and attendees	5	3	15	<p>All boxes and equipment to be tucked away from areas where lots of people are gathering, e.g. stored under tables.</p> <p>Any cables to be organised as best as possible, e.g. cable ties to be used if necessary.</p> <p>Floors to be kept clear and dry, and visual checks to be maintained throughout the meeting by committee members</p> <p>Any spilled food products/objects will be cleaned up by a committee member quickly and efficiently in the area.</p> <p>Report any trip hazards to facilities teams/venue staff asap. If cannot be removed, mark off with hazard signs or close that area off from having attendees there</p>	1	2	2	<p>If the injury is serious and participant in a lot of pain or discomfort, seek medical attention immediately.</p> <p>Call 999 in an emergency.</p> <p>Any incidents need to be reported as soon as possible, ensuring duty manager/health and safety officers have been informed.</p> <p>Follow SUSU incident reporting guide</p>
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Fire	Smoke inhalation, burns. Risk of extreme harm.	All participants and committee members, any staff and spectators	2	6	12	<p>Committee members leading the event must ensure they are aware of and fully understand the venue or location's fire procedures.</p> <p>Those leading must make sure that all exit routes are clearly highlighted, report and sort out any issues immediately at the venue.</p> <p>Highlight to all the participants the nearest emergency exit routes at the start of every event, and the importance of leaving calmly in case of an emergency.</p> <p>Avoid build-up of debris in the activity area.</p> <p>Consider accessibility requirements.</p>	1	5	5	<p>In case of an emergency, please pull nearest fire alarm and ensure all participants leave the venue calmly and safely.</p> <p>Once in a safe position to do so, call the emergency services on 999.</p> <p>Any incidents need to be reported as soon as possible ensuring duty manager/health and safety officers have been informed.</p> <p>Follow SUSU incident reporting guide</p>
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Manual handling, including setting up of equipment. E.g. table and chairs	Bruising or broken bones from tripping over table and chairs	Committee members and attendees	1	3	3	<p>Ensure that at least 2 people carry tables or other bulky items.</p> <p>Setting up tables will be done by organisers</p> <p>Work in teams when handling other large and bulky items.</p> <p>Request tools to support with the moving of heavy objects from SUSU Facilities/venue. E.g. hand truck, dolly, skates.</p> <p>Make sure anyone with any pre-existing conditions isn't doing any unnecessary lifting that will put them at risk of an injury</p>	1	4	4	<p>Seek assistance from facilities staff/venue staff if needed.</p> <p>Seek medical attention from SUSU/venue Reception if in need.</p> <p>Contact emergency services if needed.</p> <p>All incidents are to be reported on the as soon as possible ensuring the duty manager/health and safety officer have been informed.</p> <p>Follow SUSU incident reporting guide</p>
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Alcohol consumption	Peer pressure/coercion, alcohol poisoning, spiking, increased risk to personal safety	Committee members and attendees	2	4	8	<p>Members are responsible for their individual safety though and are expected to act sensibly.</p> <p>For socials at bars/pubs etc., bouncers will be present at most venues.</p> <p>Bar Security staff will need to be alerted and emergency services called as required.</p> <p>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</p> <p>Committee to select 'student friendly' bars/clubs and contact them in advance to inform them of the event.</p>	1	3	3	<p>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).</p> <p>Follow SUSU incident reporting guide</p> <p>Call emergency services as required 111/999.</p> <p>Welfare Officer to complete WIDE training.</p>
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					<p>Committee to advise and remind members to always watch their own drinks.</p> <p>Society to follow and share with members Code of conduct/SUSU Expect Respect policy.</p>				
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Travel by foot	Disturbance to neighbourhood, participants getting lost, increased risk to personal safety, vehicle collision causing serious injury	Committee members, attendees, Members of the public	6	3	18	<p>Members are responsible for their individual safety and are expected to act sensibly.</p> <p>Local venues known to UoS students chosen.</p> <p>Committee members will be available to direct people between venues.</p> <p>They will be encouraged (but not expected) to look out for one another and check in throughout the night where possible.</p> <p>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 Uber)</p>	2	3	6	<p>Where possible venues chosen for socials will be local/known to members and within a short distance from each other.</p> <p>Contact emergency services as required 111/999</p> <p>Incidents are to be reported on the as soon as possible ensuring the duty manager/health and safety officer have been informed.</p> <p>Follow SUSU incident reporting guide</p>
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Members getting lost or separated . Members leaving an event/activity alone or without notifying others.	Getting lost, increased risk to personal safety.	Committee members and attendees	3	3	9	<p>If a person leaves without warning all efforts will be made to locate them. Stress however that attendees are responsible for their individual safety.</p> <p>Committee members to supervise meetings/socials and attend each venue.</p> <p>Venues chosen local and within a short distance from each other.</p> <p>Look to select venues known to UoS students and within student areas.</p>	2	2	4	<p>Follow SUSU incident reporting guide</p> <p>Call emergency services as required.</p>
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Medical emergency	Members may sustain injury /become unwell Pre-existing medical conditions, sickness, distress	Members	1	5	5	<p>Advise participants to bring their personal medication if it might be required.</p> <p>Members/Committee to carry out first aid if necessary and <u>only if</u> qualified and confident to do so.</p> <p>Contact emergency services as required 111/999.</p> <p>Contact SUSU Reception/venue staff for first aid support.</p> <p>Members can be referred to The Student Hub (02380 599 599, studenthub@soton.ac.uk) in case of distress.</p>	1	4	4	<p>Incidents are to be reported on the as soon as possible ensuring the duty manager/health and safety officer have been informed.</p> <p>Follow SUSU incident reporting guide</p>
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Adverse weather	Hypo- or hyperthermia, illness, injury, slipping, burns	Committee members and event attendees	3	4	12	<p>Committee members to check the weather are suitable for activities on the day.</p> <p>Warn those attending to prepare by wearing appropriate clothing and footwear e.g. via social media posts, email invites.</p> <p>In the case of hot weather organisers to advice participants to bring/wear appropriate level sunscreen, and to hydrate (especially if drinking alcohol).</p>	2	2	4	<p>If adverse weather is too extreme to be controlled, the event should ultimately be cancelled or postponed to a different date.</p> <p>Contact emergency services if needed.</p> <p>All incidents are to be reported on the as soon as possible ensuring the duty manager/health and safety officer have been informed.</p> <p>Follow SUSU incident reporting guide</p>
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Events involving Food	Allergies Food poisoning Choking	Committee members and event attendees	2	5	10	<p>Only order/buy food at establishments with appropriate food hygiene (EHO) rating.</p> <p>Food to only be provided/eaten when other activities are stopped.</p> <p>Follow good food hygiene practices - no handling food when ill, tie back hair, wash hands regularly using warm water and soap, refrigerate necessary products.</p> <p>For store-bought items/snacks, keep packaging to hand for ingredient and allergen information.</p>	1	5	5	<p>SUSU food hygiene level 2 course available for completion- requests made to Activities Team.</p> <p>Call for first aid/emergency services as required .</p> <p>Report incidents via SUSU incident report procedure.</p>
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Medical Issues: Pre-existing and process for any that appear during club or society activity	Illness, death	Committee members and attendees	3	5	9	<p>A process for if a medical issue occurs is established amongst committee members.</p> <p>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.</p> <p>If in a Southampton Sport space, contact reception. If in SUSU, contact reception. If no-one can be found, contact campus Security – 02380 593311</p> <p>Advise participants; to bring their personal medication</p> <p>Members/Committee to carry out first aid if necessary and <u>only if</u> qualified and confident to do so</p>	1	1	1	<p>In an emergency, contact 999.</p> <p>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.</p>
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Being hit by an object (ball, racket, etc.)	Concussion if hit on the head. Otherwise, potential bruising.	All participants and organisers/staff and spectators	2	4	8	Don't throw towards other people, having a spotter for activities that involve throwing/hitting/kicking out of a line of sight.	1	4	4	<p>If the person who has been hit by the Frisbee is showing signs of concussion or is confused, seek medical attention immediately.</p> <p>Call 999 in an emergency.</p> <p>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.</p>
Injury from insufficient warmups	Pulled or strained muscles	Players from the society	3	3	9	<p>Players told the benefits of an effective warm up and encouraged to complete.</p> <p>Warmups led by an appropriately qualified or experienced individual.</p> <p>Appropriate recovery methods also discussed to ensure muscles are more pliable to warm up.</p>	1	3	9	<p>If the injury is serious and participant in a lot of pain or discomfort, seek medical attention immediately.</p> <p>Call 999 in an emergency.</p> <p>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.</p>

Removal of Jewellery, plus any other objects in pockets etc	Entrapment/ things getting stuck, collisions with others that could cause cuts or bruises.	Committee members and all players	2	2	4	Participants asked to remove jewellery and objects from pockets prior to joining in. Those leading the session must ensure this has been done.	1	2	2	If any injury occurs, seek medical attention. If severe, 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.
Over-exertion or exhaustion due to strenuous exercise and the effect on the body	Muscle injury – strains and pulls	Committee members and all players	2	3	6	Those leading the session should ensure a proper and thorough warm up is carried out, focusing on the areas that are likely to be used the most i.e., arms, legs	2	3	6	If any injury occurs, seek medical attention. If severe, call 999 in an emergency (although unlikely for muscular) 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.

Appropriate Participant Attire	Injury can occur if people are not wearing attire appropriate to the sport or activity	Committee members and all players	3	3	9	Ensure all participants are wearing suitable clothing (nothing in pockets) and appropriate footwear. Jewelry should be removed before taking part in sports activities.	1	3	3	<p>If the injury is serious and participant in a lot of pain or discomfort, seek medical attention immediately.</p> <p>Call 999 in an emergency</p> <p>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.</p>
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.	All participants	3	5	15	<p>Committee may run trials to ensure players are located in the right teams with others of a similar level.</p> <p>Committee members ensure that their team is playing against other teams of a similar level, training and in a safe environment.</p>	1	5	5	<p>If the injury is serious and participant in a lot of pain or discomfort, seek medical attention immediately.</p> <p>Call 999 in an emergency</p> <p>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.</p>

Facility defects, including, Lighting, Heating, Fire, Bomb Treat (unidentified package), fire exit blocked	Causing slips, trips or Falls Minor bruising, sprain, fracture, dislocation, concussion, dehydration, entrapment Person or people falling over or into objects and/or each other, due to fire exit blocked	Committee members, all players and spectators	2	3	6	Committee members conduct visual checks of the facility/pitch/court before the session starts and report anything to the Southampton Sport Staff. If playing surface is deemed unsafe then the session will not go ahead. If the area can be sectioned off then play can continue avoiding this area, this will be determined by the committee	2	2	4	QR codes to report any defects to the Southampton Sport Staff. Injuries to be reported to the Southampton Sport Staff and via the SUSU reporting system.
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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	Individual risk assessments for individual events with higher risk levels and anything not covered by generic assessment	Current President of the Thai Society	2 weeks before the date of the event		
2	All Committee members to read and share SUSU Expect Respect Policy	All Committee members	10 th October 2025		
Responsible committee member signature 1: <i>HERIN JIN.</i>				Responsible committee member signature 2: <i>k. aw</i>	
Print name: HERIN JIN				Date: 07/10/2025	Print name: Gant Kositsareewong Date: 07/10/2025