

Risk Assessment			
Risk Assessment for the activity of	Bowling Risk Assessment for Hollywood Bowl		Date 23/02 / 2026
Group Name	Sri Lankan Society	Assessor	Sanuth Fernando
Supervisor	<i>President: Kithmal Chiranjaya Amarasinghe</i>	Signed off	
Description of event/activity	<i>Collab Bowling Social happening at Hollywood Bowl. Done in collab with Telegu Soc and Malayali Soc</i>		

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)
			Likelihood	Impact	Score		Likelihood	Impact	Score	
Setting up of Equipment. E.g. Table and chairs	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 Ensure that at least 2 people carry tables. Setting up tables will be done by organisers. Work in teams when handling other large and bulky items. Request tools to support with move of heavy objects- SUSU Facilities/venue. E.g. hand truck, dolly, skates 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 Seek medical attention from SUSU Reception if in need 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

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Socials-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 though and are expected to act sensibly local venues known to UoS students chosen Event organisers will be available to direct people between venues. 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	2	2	4	<ul style="list-style-type: none"> Where possible venues chosen for socials will be local/known to members and within a short distance from each other. Contact emergency services as required 111/999 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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Social - Medical emergency	Members may sustain injury / become unwell pre-existing medical conditions Sickness Distress	Members	3	5	15	<ul style="list-style-type: none"> Advise participants; to bring their personal medication Members/Committee to carry out first aid if necessary and <u>only if</u> qualified and confident to do so <ul style="list-style-type: none"> Contact emergency services as required 111/999 Contact SUSU Reception/Venue staff for first aid support 	2	5	10	<ul style="list-style-type: none"> 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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Insufficient Fire Safety awareness	If a fire alarm is triggered, people may not know where to go- Crushing, falls, burns and smoke inhalation arising from induced panic, reduced space in buildings and external walkways, obstructed fire exits, build-up of flammable materials i.e. waste cardboard/boxes.	Members	2	5	10	<ul style="list-style-type: none"> Ensure that members know where the nearest fire exist are and the meeting place is outside, should it be needed Build-up of rubbish is to be kept to a minimum. Excess build up is to be removed promptly and deposited in the designated areas. 	1	5	5	<ul style="list-style-type: none"> All incidents are to be reported as soon as possible ensuring the duty manager/health and safety officer have been informed. Call emergency services and University Security: Emergency contact number for Campus Security: Tel: +44 (0)23 8059 3311 (Ext:3311).

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Events involving Food	<ul style="list-style-type: none"> Allergies Food poisoning Choking 	All	3	5	15	<ul style="list-style-type: none"> Individual event risk assessment to be carried out for events involving members making/ serving food. Homemade items to be avoided by those with allergies and should be made by those with appropriate food hygiene training <p>(Level 2 +)</p> <ul style="list-style-type: none"> Only order/buy food at establishments with appropriate food hygiene rating Food to only be provided/eaten when other activities are 	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 a required</p> <ul style="list-style-type: none"> Report incidents via SUSU incident report procedure Liaise with the Bedford regarding any individual allergies/intolerances.

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Disturbance to public, students and staff	Conflict, noise, crowds	Event organisers and attendees, general public	2	2	4	<ul style="list-style-type: none"> Everybody will be encouraged to stay together as a group shouting, chants, whistles etc. will be kept to a minimum around busy university buildings and residential areas 	1	2	2	Report to Hollywood Bowl staff and SUSU.
Being hit by a falling bowling ball	Injury, bruising and broken bones	Event organisers and attendees , general public	1	4	4	Ensure bowling balls are stored correctly. Ensure those who are participating check the weight is suitable for them	1	4	4	<ul style="list-style-type: none"> Contact the Hollywood Bowl if there is an incident involving a bowling ball hitting an individuals Report any incidents to SUSU



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Individuals who attend contracting an illness	Illness, fatality, lifelong illness and complications	Event organisers and attendees, general public	4	5	20	Ensure hand sanitiser is readily available at the venue Ensure participants stay in their allocated lanes Ensure lanes, balls and chairs are sanitised Advise individuals not to attend if they feel unwell Advise individuals that even if they feel well to do a lateral flow before attending	3	4	12	Contact Hollywood Bowl and those who were in contact if someone contracts the illness - Report to SUSU.

PART B – Action Plan**Risk Assessment Action Plan**

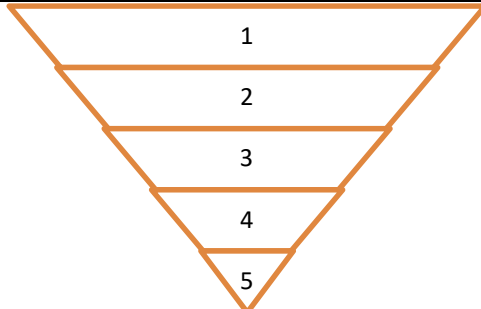
Part no.	Action to be taken, incl. Cost	By whom	Target date	Review date	Outcome at review date
1.	Committee to read and share SUSU Expect Respect Policy	Committee has already gone through policy			

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2.	Route planned and shared in advance with attendees	Events/ social media	16/02/2025		
3.	All major incidents will be logged with SUSU the next day	Secretary	24/02/2025		
4.	Weather check prior to event start	Events	21/02/2025		
5.	WIDE training completed by committee member	Welfare	Already completed		
6	Confirm if the capacity of venue can hold attendees	Events	16/02/2025		
7	Confirm if any attendees have any or conditions that would make it difficult for them to take part them from taking part	Welfare	19/02/2025		
8	Encourage the buddy system when traveling home	Welfare	After event		
Responsible committee members' 1 signature:				Responsible committee member's 2 signature:	
					
Print name: Sanuth Menuja Fernando Date: 8/02/2026				Print name: Kithmal Chiranjaya Amarasinghe Date: 8/02/2026	

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	

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					

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

