

## Risk Assessment

<b>Risk Assessment for the activity of:</b>	<b>StageSoc Hide and Seek Fundraiser Risk Assessment</b> Hide and Seek (Manhunt) event for StageSoc Fundraiser, this is an event taking place over the whole of campus, outside only, to take place on the 9th of March, with between 100-180 attendants.	<b>Date:</b>	14/02/2026
<b>Group Name:</b>	SUSU Stage Technician's Society (StageSoc)	<b>Assessor:</b>	Ben Rogerson
<b>Supervisor:</b>	Rubens Pirie	<b>Signed off:</b>	SUSU Activites Team

### PART A - Risk assessment

(1) Risk Identification			(2) Risk assessment				(3) Risk management			
Hazard	Potential Consequences	Who might be harmed (See Risk Groups section)	Inherent			Control Measures	Residual			Further Controls
			Likelihood	Impact	Score		Likelihood	Impact	Score	

#### Section 1 - Injuries while game is active

Slips, trips and falls	Varying injury level from bruises, cuts to broken bones and concussion	Contestants	4	4	16	Everyone in groups of 2 so that someone is able to call a first aider or security if an injury were to occur. Every participant is made aware of areas that may be slippy if it has been raining that day or the day before. Everyone will be encouraged to be wearing appropriate footwear. Everyone will be given event organisers and first aiders personal phone numbers to contact in the event of emergencies. Everyone will be encouraged to bring a torch for when it gets dark. Making it against the rules to drink during, or prior to the event, ensuring that everyone is sober and able to understand the rules. If any drinking occurs or we are made aware of anyone being drunk, it will result in people being disqualified.	1	4	4	
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Falling from height	Varying injury level from bruises, cuts to broken bones and concussion	Contestants	3	5	15	Everyone in groups of 2 so that someone is able to call a first aider or security if an injury were to occur.	1	5	5	
							Every participant is made aware of areas that may be slippery if it has been raining that day or the day before.			
							Contestants will be made aware before that it is against the rules to hide on top of buildings and/or in trees and/or on top of outdoor furniture and/or vehicles.			
							Contestants will be disqualified if found climbing on top of unsafe things.			
							Making it against the rules to drink during, or prior to the event, ensuring that everyone is sober and able to understand the rules. If any drinking occurs or we are made aware of anyone being drunk, it will result in people being disqualified.			
Collisions or accidents with vehicles on the road	Varying injury level from bruises, cuts to broken bones and concussion	Contestants, general public	4	5	20	Reminding contests to be safe around roads and to only cross at designated crossings when it is safe to do so.	1	5	5	
							Disqualifying contestants who are being unsafe around roads, or are encouraging others to be unsafe around roads.			
							Make it against the rules to hide on roads or at the edge of roads, disqualifying people if they do so.			
							Making it against the rules to hide in car parks or parking lots, resulting in people being disqualified if they do so.			
							Everyone in groups of 2 so that someone is able to call a first aider or security if an injury were to occur.			
							Making it against the rules to drink during, or prior to the event, ensuring that everyone is sober and able to understand the rules. If any drinking occurs or we are made aware of anyone being drunk, it will result in people being disqualified.			

Getting stuck in an unsafe/enclosed area	Mental and physical distress	Contestants	3	3	9	Everyone in groups of 2 so that someone is able to call a first aider or security if an injury were to occur.	1	3	3	
							Making it against the rules to drink during, or prior to the event, ensuring that everyone is sober and able to understand the rules. If any drinking occurs or we are made aware of anyone being drunk, it will result in people being disqualified.			
							Everyone will be given event organisers and first aiders personal phone numbers to contact in the event of emergencies.			
							Ensuring all contestants know what areas are allowed and which areas they are not allowed to hide in, such as that the event is outdoors only, with main base being within The Annex (Building 2A).			
Getting lost	Mental and physical distress	Contestants	3	3	9	Encouraging all contestants to carry round mobile phones that have a map.	1	3	3	
							Making it against the rules to drink during, or prior to the event, ensuring that everyone is sober and able to understand the rules. If any drinking occurs or we are made aware of anyone being drunk, it will result in people being disqualified.			
							Ensuring contestants have the phone numbers of event coordinators and first aiders if they need help finding their way back to campus.			
							Everyone in groups of 2 so that someone is able to call a first aider or security if an injury were to occur.			

Trespassing	Causing injury to oneself or others, or damaging and breaking buildings, furniture or equipment	Contestants, general public	3	2	6	Encouraging all contestants to carry round mobile phones that have a map.	1	2	2
						Making it against the rules to drink during, or prior to the event, ensuring that everyone is sober and able to understand the rules. If any drinking occurs or we are made aware of anyone being drunk, it will result in people being disqualified.			
						Ensuring co testants have the phone numbers of event coordinators and first aiders if they need help finding their way back to campus.			
						Ensuring all contestants know what areas are allowed and which areas they are not allowed to hide in, such as that the event is outdoors only, with main base being within The Annex (Building 2A).			
Dehydration	Mental and physical distress	Contestants	2	5	6	Encouraging all contestants to bring their own water bottles or to buy water before the event begins that they can bring with them or store in the annex to access during or between games.	1	3	3
						Everyone in groups of 2 so that someone is able to call a first aider or security if an injury were to occur.			
						Everyone is aware that the Annex will be open during the event for people to store their water or that has a vending machine that sells water. There will also be 15 minute breaks between each game in which people can access water and rest.			
Violent or offensive behaviour	Varying injury level from bruises, cuts to broken bones and concussion to oneself, others or the general public	Contestants, general public	2	5	10	Contestants will be encouraged to avoid behaviour likely to provoke a disturbance or fights.	1	2	5
						Contestants will be told beforehand that an offensive behaviour will lead to an immediate disqualification and will be raised to appropriate people, such as SUSU, security or the police.			
						Contestants are required to report any behaviour, or suspected behaviour to event organisers immediately to be dealt with.			
						Everyone in groups of 2 so that someone is able to call a first aider or security if an injury were to occur.			

Adverse Weather	Injury or causing slips, trips or falls	Contestants	2	2	4	Weather to be checked daily leading up to the event by event organisers.	1	2	2	If adverse weather is too extreme to be controlled, the event should ultimately be cancelled or postponed to a different date
						Warn those attending to prepare by wearing appropriate clothing and footwear e.g. via social media posts, email invites.				
						Everyone in groups of 2 so that someone is able to call a first aider or security if an injury were to occur.				
						Advise contestants that the weather may have affected areas that event is taking place, to ensure they take care when it comes to slippy surfaces to negate slips, trips and falls.				
Disturbances to the public, students and staff	Mental and physical distress to oneself or the general public	Contestants, general public	2	3	6	UoS Security Teams informed of the event before hand to ensure that disturbances are kept to a minimum.	1	3	3	
						Shouting, chants, whistles etc. will be kept to a minimum around busy university buildings and residential areas while in uni hours.				
						Everyone in groups of 2 so that someone is able to call a first aider or security if an injury were to occur.				
						Contestants will be told beforehand that an offensive behaviour will lead to an immediate disqualification and will be raised to appropriate people, such as SUSU, security or the police.				

### **Risk Assessment Action Plan**

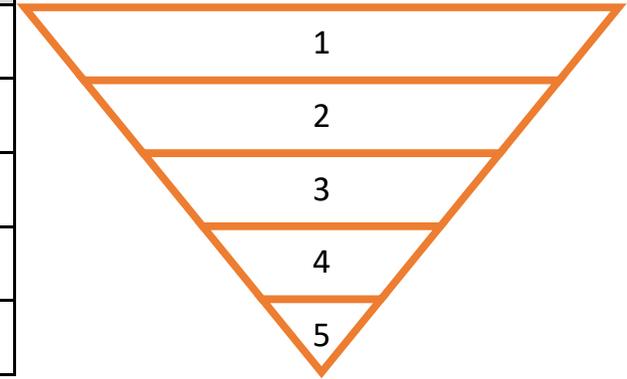
Part no.	Action to be taken, incl. Cost	By Whom	Target Date	Review Date	Outcome at review Date
1	This risk assessment is subject to review annually or after any major incident.	Relevant committee members.	One year from the date of this risk assessment being carried out	Rest of committee members to review at the next possible committee meeting after completion.	
2	At least 1 first aider will be present in The Annex (Building 2A) at all times during the event so we are able to ensure that if people need aid there is an accessible person for them to access in our main hub for the event.	Members of StageSoc who are First Aid Certified	During the event	Rest of committee members to review at the next possible committee meeting after completion.	

3	<p>There will be a presentation at the start of the event to inform everyone of all of the rules of the event: no hiding in buildings, near roads and being in pairs of two minimum. This will also point out who the first aiders of the night are. Ensuring everyone is aware of who they can ask for aid if/when needed. There will also be a section that has the personal phone numbers of the event organisers + first aiders (with their permission) for people to save. There will be a QR code at the end of the presentation so we can record that everyone had been to this health and safety presentation before engaging with the event.</p>	Organisers of the event	During the event	Rest of committee members to review at the next possible committee meeting after completion.	
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Responsible Committee Member Signature: <i>B. Rogerson</i>		Responsible Committee Member Signature: <i>Rubens Pirie</i>	
Print Name: Ben Rogerson	Date: 14/02/26	Print Name: Rubens Pirie	Date: 24/02/26

## Risk Assessment Guidance

Control Measure Hierarchy		
<b>Eliminate</b>	Remove the hazard wherever possible which negates the need for further controls.	If not possible then explain why.
<b>Substitute</b>	Replace the hazard with one less hazardous.	If not possible then explain why.
<b>Physical Controls</b>	Examples: enclosure, fume cupboard, glove box.	Likely to still require admin controls as well.
<b>Admin Controls</b>	Examples: training, supervision, signage.	
<b>Personal Protection</b>	Examples: respirators, safety specs, gloves.	Last resort as it only protects the individual.



Risk Assessment Matrix						
<b>LIKELIHOOD</b>	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
		<b>IMPACT</b>				

Likelihood		
<b>1</b>	<b>Rare</b>	eg. 1 in 100,000 chance or higher
<b>2</b>	<b>Unlikely</b>	eg. 1 in 10,000 chance or higher
<b>3</b>	<b>Possible</b>	eg. 1 in 1,000 chance or higher
<b>4</b>	<b>Likely</b>	eg. 1 in 100 chance or higher
<b>5</b>	<b>Very Likely</b>	eg. 1 in 10 chance or higher

Impact		
<b>1</b>	<b>Trivial- insignificant</b>	Very minor injuries eg. slight bruising.
<b>2</b>	<b>Minor</b>	Injuries or illness eg. Small cut or abrasion which require basic first aid treatment even if self-administered.
<b>3</b>	<b>Moderate</b>	Injuries or illness eg. Strain or sprain requiring first aid or medical support.
<b>4</b>	<b>Major</b>	Injuries or illness eg. Broken bone requiring medical support > 24 hours and time off work >4 weeks.
<b>5</b>	<b>Severe - extremely significant</b>	Fatality or multiple serious injuries or illness requiring hospital admission or significant time off work.

Risk Groups		
<b>A</b>	<b>Audience</b>	People that enter performance locations as patrons.
<b>B</b>	<b>Band</b>	Members of the show company that are primarily located in the band "pit".
<b>C</b>	<b>Cast</b>	All other members of a show company, including production team.
<b>G</b>	<b>General Public</b>	Any member of the public not attending a show.
<b>X</b>	<b>Crew</b>	Any person that is involved with technical aspects of a show.