

This document contains both 'Part 1: Event Information' AND 'Part 2: Risk Assessment'. Both parts are required to be completed by the organising group.

Part 1			
Event Information			
<i>1A) Contact Information:</i>			
Main Contact for The Event: Khushi Sahoo Ruthika Sabbineni Shaan Sachdeva	Email Address for Main Contact: Ks12g24@soton.ac.uk (Khushi) Rs2g24@soton.ac.uk (Ruthika) Ss16g24@soton.ac.uk (Shaan)	Club or Society Name: Southampton Asian Cultural Society	Contact Number: 07359452361 (Khushi) 0727326638 (Ruthika) 07453425888 (Shaan)
<i>1B) Event Information:</i>			
Event Name: Ninja Warrior Social	Event Date: Wednesday 14/10/26	Event Venue/s: Ninja Warrior UK Adventure Park Southampton Antelope Park, Bursledon Road, Thornhill, Southampton, SO19 8NE	Total Attendees: Initially 50 tickets however capacity is 150 if demand is met
Event Timings:	13:30 – Committee arrive on site 30 mins before the session 14:00 – Attendees begin to arrive and check in and undergo compulsory safety briefing 14:20 – Session starts 15:30 – Session ends 16:00 Depart Venue		

Event Breakdown This includes everything happening at your event, including fundraising, food provision, any performance or sporting activity, etc.	- All attendees complete the Ninja warrior UK waiver online in advance, which is sent out by committee containing the address, travel route - Committee arrive early and meet the manager on site, confirm the number of marshals on duty for the session, locate fire exits, the assembly point and conformation of which zones are in use -Attendees arrive and committee and entry points checking tickets, nobody is required to attempt any obstacles where committee contacts are - Compulsory venue safety briefing delivered by Ninja Warrior UK staff which all attendees must attend. No attendee enters the course without it. - Session begins and park is in use, committee take turns walking around ensuring no one is left out , remind attendees about hydration and walk around as additional eyes - Session ends. Attendees collect belongings, return or keep grip socks - Committee take a final register at the exit before anyone leaves so nobody is left behind and attendees disperse in pre-arranged travel groups
Overview of event concept Description of the activities taking place. This includes everything happening at your event e.g. fundraising, food provision and any performance or sporting activity)	<u>A non-alcoholic society social at a commercial indoor adventure park. Attendees will take park in a booked session on the venue's fixed obstacle course including ring slider rails, monkey bars, swings, rope swings, trampolines and an inflatable airpark. No alcohol is served, provided or permitted at any point and nobody who appears to be intoxicated is allowed to take part as this can cause injuries. No food is provided bt the society, yet the venue has a café. The venue does not permit food, drink or chewing gum near the inflatables. Transport is arranged by attendees individually and ASOC is not hiring any vehicle</u>
Volunteers hosting the event List all committee and volunteers that will be present and responsible for the event, as well as their role.	Present Committee Members: Ruthika Sabbineni, Khushi Sahoo, Shaan Sachdeva, Rhea Vig, Qasim Asghar, Rida Sayed, Malishka Bector, Amani Sharif, Maya Kaur, Madu Ahuja, Mahi Patel, Bhuvan Puli, Leah Fernandes, Palak Varshney, Saira Sajith, Varshni Ramanan Co-Hosts: Khushi Sahoo (President), Shaan Sachdeva (Vice-President), Ruthika Sabbineni (Vice-President)

	Event Leads: (President), Shaan Sachdeva (Vice-President), Ruthika Sabbineni (Vice-President), Qasim Asghar (Events director) , Malishka Bector and Maya Kaur (Events Reps) and Ninja Warriors Southampton Doors: All committee members excluding President and Vice Presidents who will be coordinating Wandering around for safety checks: Saira Sajith (Welfare) & any available committee members taking turns Volunteers for set up and clean up: All committee members assist alongside venue staff		
Food provision For full guidance on this click here.	Food and drink: No food or drink is provided by ASOC yet the venue has its own café which attendees may use at their own cost. •		
Security & First Aid Requirements Is external first aid or security being hired? Who are the qualified first aiders in the group should a medical emergency occur?	First Aid Provided by Ninja Warrior UK First aiders on committee: Rhea Vig, Malishka Bector and Leah Fernandes		
Provisional Budget	£12-15 Per Ticket based on membership status and additional costs of transport and food may occur		
1C) Only required if an external company/external speaker will be on site for the event → If you are inviting an external speaker to campus for your event, you are required to submit this form to legalservices@soton.ac.uk at least 15 working days before the event. For more guidance on this please click here.			
Business Name: Ninja Warriors UK	Business Contact Name: Billy Sparshott – Assistant Genral Manager	Email Address: southampton.agm@ninjaleisure.co m	Contact Number: 02381277870

Arrival On Site: 13:30

Departure time: 16:00

Company's Risk Assessment Link:
N/A

Ninja - Inflatable

Southampton Ninja Warrior
Adopted on 12/02/2026 by Patrick Watson

Ninja Venue are fitted out with very large inflatables that have obstacle features. This risk assessment covers all the basic obstacles, features and fitting and any specific high risk feature there will be a separate risk assessment.

PEOPLE EXPOSED

- Colleagues
- Contractors
- Visitors / Guests
- Members of the Public

HAZARDS

- Inflatable losing integrity due to fault/damage or during inflation time.**
Inflatable losing integrity due to fault/damage or during inflation time. Suffocation, Head injuries, Bruising, Lacerations Skeletal damage/fractures, Burns, Slips, trips & falls and Choking.
- Customer misadventure/lacking capability.**
Customer misadventure/lacking capability. Suffocation, Head injuries, Bruising, Lacerations Skeletal damage/fractures, Burns, Slips, trips & falls and Choking.
- Customers disembarking/falling from inflatable onto hard surface**
Customers disembarking/falling from inflatable onto hard surface - Head injuries, Bruising, Lacerations Skeletal damage/fractures, Slips, trips & falls.
- Customers falling & landing on other users.**
Customers falling & landing on other users. Head injuries, Bruising, Lacerations Skeletal damage/fractures, Slips, trips & falls
- Lack of supervision.**
Lack of supervision. Suffocation, Head injuries, Bruising, Lacerations Skeletal damage/fractures, Burns, Slips, trips & falls and Choking.
- Friction Burn from inflatable material.**
Friction Burn from inflatable material. Bruising, Lacerations, Burns, Slips, trips & falls

CONTROL MEASURES

- Health & Safety Checks**
Inflatable equipment checked and recorded by a Manager on duty daily as a part of the Daily and weekly Compliance Checks recorded on our shield safety system Daily Inflatable checks prior to opening. Checks completed prior to opening. - All individual sections of the inflatable, air pressure - Air blower function. - Air blowers clean and free from dust build up. - Inflatable free from holes/rips - Velcro properly fastened
- Pressure Testing**
Daily pressure test are undertaken and Each section of the inflatable must reach adequate air pressure level of 1 KPA prior to opening to the public in accordance with Company Policy. where pressure falls by 10% or there is a clear trend in slow decrease of pressure management team are to investigate immediately
- Maintenance Tracker**
Inflatable checked (6-monthly) by a qualified external contractor. RPI Technical Director where a report is formulated with actions on repair Monthly Maintenance Tracker completed at venue level, recorded and uploaded to Share drive. Reviewed by Venue management
- Waiver**
Customer completes Ninja Warrior Waiver Form prior to use of the equipment.



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- Users on equipment**
All customers advised during 'Safety Brief' - Do not attempt obstacle until it is clear of other users.
- Court Marshals**
No Tolerance Policy for Poor Behaviour/Abuse - Court marshals made aware to enforce policy in the induction process Court Marshals trained on Effective Court Marshalling during Induction process.
- Training**
All team members complete ACCESS learning, H&S training modules as a part of the induction process and ongoing monthly refresher training including: -> Introduction to H&S- Manual Handling- Safeguarding Children- Slips, trips & Falls- REDDOR
- Signage**
Safety signage (Ninja Code) in place at the venue
- Ratio's**
Court Marshal in position to supervise all activities, ratio of 1-30 in accordance with company policy
- Supervision**
Court Marshal in position to supervise activities in high-risk areas during busy periods.
- Safeguarding**
All team members at the the venue hold an enhanced DBS check inline with safeguarding policy
- Audits/Inspections**
6-monthly inspection of venue carried out by RPI Technical Director Annual external Health & Safety audit completed by 'Risk Proof'. Monthly Health & Safety internal audits completed by Venue Management team. Weekly equipment checks completed by Venue Management team
- First Aid**
All team members are a minimum 1-day First Aid Certificate qualified in accordance with company policy. A minimum of one First aider on duty during opening hours in accordance with company policy. First-aid kit & AED available, checked weekly and staff trained in use.
- Maintenance Tracker**
Monthly Maintenance Tracker completed at venue level, recorded and uploaded to Share drive. Reviewed by Venue management Inflatable checked (6-monthly) by a qualified external contractor. RPI Technical Director where a report is formulated with actions on repair.
- Incidents**
Incident are recorded at venue level onto our Shield safety system called Helpline where we are consulted and advised by qualified H&S practitioners. Help line cases are resolve by venue managers with support by Shield safety and operations support Manager in addition Incidents logged on ITV portal
- Quarterly Health and Safety Committee meeting**
Venue conducts Quarterly Health and Safety Committee meeting - Outcomes published on staff notice board.

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Company's Public Liability
Information Link:
N/A

Part 2A						
Risk Assessment						
(1) Risk identification			(2) Risk assessment		(3) Risk management	
Hazard		Who might	Inherent		Residual	Further controls (use the risk hierarchy)

	Potential Consequences	be harmed (user; those nearby; those in the vicinity; members of the public)	L i k e l i h o o d	I m p a c t	S c o r e	Control measures (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	
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Slips, trips and falls	Physical accident / injury Items in the way / overcrowding leading to pushing / etc. can lead to participants falling and injuring themselves	Committee and student attendees	1	3	3	All boxes and equipment to be stored away from main meeting area, e.g. stored under tables. Floors to be kept clear and dry, and visual checks to be maintained throughout the meeting by committee members with reminders to clear bags / jackets / other bits away from main floor. Students encouraged to take care when manoeuvring around room. Extra vigilance will be paid to make sure that any spilled drinks/objects are cleaned up quickly and efficiently in the area to prevent slippage. Report any trip hazards to facilities teams/venue staff asap. If cannot be removed, mark off with hazard signs. Committee to ensure no pushing and shoving during games that could result in falling into equipment and keep hazards tucked away.	1	4	4	If the injury is serious and participant in a lot of pain or discomfort, seek medical attention immediately. Call 999 in an emergency. Minor injuries (small cuts etc.) can be disinfected and treated by welfare committee with use of first aid kit, having alerted Khushi (President) and/or Shaan & Ruthika (Vice Presidents). Any incidents need to be reported as soon as possible, ensuring duty manager/health and safety officers have been informed. Committee to complete SUSU incident report policy as soon as possible.
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Attendees not meeting the venue's entry requirements	- Attendees turned away at the door, or unable to take part after travelling across the city and paying, causing distress, exclusion and complaints. - Attendees attempting the course in unsuitable footwear, increasing the risk of slips and falls. - Attendees entering the inflatable without grip socks, increasing the risk of slips and friction injury. A participant taking part without a completed waiver, which the venue states invalidates the insurance covering the visit.	Committee and student attendees	4	3	1 2	The venue's stated requirements, which ASOC must communicate rather than discover on the day: - All participants must complete a Ninja Warrior UK waiver before taking part. Waivers are non-transferable and taking part under someone else's waiver invalidates the insurance for that visit. - Clean trainers must be worn on the fixed obstacle course. No sandals, flip-flops, boots, sliders, socks or bare feet. - Ninja Warrior UK grip socks must be worn in the inflatable Airpark. They are not included in admission and cost approximately £3, purchasable on site. - Gloves are recommended by the venue for the fixed course. - Attendees must arrive 20 minutes before the session for check-in and the compulsory safety briefing. ASOC controls: - Joining instructions are sent to every ticket holder at least one week in advance and repeated 24 hours before, listing all of the above in plain terms, with the waiver link.	1	2	2	The venue's stated requirements, which ASOC must communicate rather than discover on the day: - All participants must complete a Ninja Warrior UK waiver before taking part. Waivers are non-transferable and taking part under someone else's waiver invalidates the insurance for that visit. - Clean trainers must be worn on the fixed obstacle course. No sandals, flip-flops, boots, sliders, socks or bare feet. - Ninja Warrior UK grip socks must be worn in the inflatable Airpark. They are not included in admission and cost approximately £3, purchasable on site. - Gloves are recommended by the venue for the fixed course. - Attendees must arrive 20 minutes before the session for check-in and the compulsory safety briefing. ASOC controls: - Joining instructions are sent to every ticket holder at least one week in advance and repeated 24 hours before, listing all of the above in plain terms, with the waiver link.
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Overcrowding / Inadequate Meeting Space	Physical injury, distress, exclusion	Committee members and attendees	2	3	6	Do not push/shove. Committee checks on space, lighting, access, tech available, etc. and actively disperses larger crowds into smaller game groups if necessary Relocating groups to areas of more space if necessary to prevent overcrowding and distress. Use ticketing system to prevent exceeding room capacity. Ensure space meets needs of members e.g. considering location & accessibility of space (use AccessAble database to check accessibility information of venues). If an open activity, committee will consider all accessibility requirements and ensure that the area chosen is as accessible as possible. Committee to consult members on needs and make reasonable adjustments where possible.	1	3	3	Seek medical attention if problem arises. Minor injuries (small cuts etc.) can be disinfected and treated by welfare committee with use of firsts aid kit, having alerting Khushi, Ruthika (Vice Presidents) and/or Shaan (Vice President). Liaise with SUSU reception/Activities Team and UoS Room Booking team on available spaces for meetings. Remove individuals from venue if they are posing a threat (constant pushing / shoving despite warnings) or appearing distressed by noise etc. for their own good (may be reintroduced if they wish). 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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Reputational Risk: For the club or society, as well as to SUSU and the University	Incidents causing reputational damage to the group, Southampton University Students' Union or Southampton University itself. This could be controversial posts, conduct during social that brings the clubs/societies, SUSU or the University's name into disrepute. Constant yelling and public disturbance.	ASOC, SUSU or the University's reputation	2	1	2	Ensuring all parts of this risk assessment are adhered to. Ensuring all members are reminded that they are representing the club/society, SUSU and the University, often in branded clothing. Ensuring members keep their volumes to a reasonable amount and reducing noise if members are getting too loud to avoid bothering others in the surrounding areas. Members are reminded that they need to adhere to SUSU's Code of Conduct. Disperse large groups immediately if they become overcrowded.	1	1	1	Ensure that any incidents involving public or others are recorded and addressed. Report any incidents to the Activities Team.
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Spiked Drinks/Alcohol Poisoning	Illness, loss of consciousness, loss of self-control Members may bring alcoholic beverages despite no-alcohol event	Event organisers, event attendees,	2	5	10	Committee to supervise social and ensure no drinking during the event – those found to be drinking will be removed from the venue. Report any suspicious/unusual behaviour to staff. Participants warned beforehand of no tolerance to drinking during the event. The organisers have confirmed the premise is licensed. Action organisers (Part B). Members/participants are advised to watch their own drinks (water etc.) to prevent spiking.	2	3	6	Members are responsible for their individual safety and are expected to act sensibly when walking around. 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). If they need to go to the hospital they will also be accompanied there. Participants advised to avoid leaving drinks unattended and if you think anything has been added to a drink; report it; try and retain the drink for testing. 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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Travel by foot	Disturbance to neighbourhood, participants getting lost, increased risk to personal safety, vehicle collision causing serious injury	Event organisers, event attendees, Members of the public	4	3	1 2	Members are responsible for their individual safety and are expected to act sensibly. Committee will be available to direct people towards home Attendees will be encouraged to identify a 'buddy', this will make it easier for people to stay together and travel home in the dark. They will be encouraged (but not expected) to look out for one another and check in throughout the night where possible. Avoid large groups of people totally blocking the pavement or spilling in to the road. There will be no alcoholic drinks however 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 Radio Taxis).	2	2	4	Contact emergency services as required 111/999. Incidents are to be reported as soon as possible ensuring the duty manager/health and safety officer have been informed. Follow SUSU incident report policy
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						Be considerate of other pedestrians and road users, committee to remind participants to keep disturbance and noise down on travel home.				
Travel by car, train, bus, when leaving the local area.	Vehicle collision – causing anything from minor to severe injuries, as well as mental health issues.	Members, those driving, members of the public	2	5	10	Group committee to check that drivers have safe travel home and advise against anything dangerous. Members expected to drive or travel in a sensible manner, with those doing otherwise to face disciplinary action (from the club/society in the first instance).	1	5	5	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

Medical emergency	Members may sustain injury /become unwell Pre-existing medical conditions, sickness, distress	Members	1	5	5	Advise participants to bring their personal medication if it might be required. Members/Committee to carry out first aid if necessary and <u>only if</u> qualified and confident to do so. Contact emergency services as required 111/999. Contact SUSU Reception/venue staff for first aid support. Members can be referred to The Student Hub (02380 599 599, studenthub@soton.ac.uk) in case of distress.	1	4	4	Incidents are to be reported on the as soon as possible ensuring the duty manager/health and safety officer have been informed. Welfare rep and first aiders on committee will be present for an emergency, if further medical assistance is needed call 999/111. – First aiders on committee: Rhea Vig , Malishka Bector and Leah Fernandes Notify Presidents and Vice President – Khushi, Ruthika, Shaan Follow SUSU incident report policy.
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Fire	Smoke inhalation, burns. Risk of extreme harm.	All participants and organisers, any staff and spectators	1	5	5	Those leading the session must ensure they are aware of and fully understand the venue or location's fire procedures. Those leading must make sure that all exit routes are clearly highlighted and report any issues immediately to the venue. Highlight to all the participants the nearest emergency exit routes at the start of a session, and the importance of leaving calmly in case of an emergency. Avoid build-up of debris in the activity area Committee to keep an eye on room floors to prevent build up of hazards and remind participants to keep their items to the side and out of the way, not blocking any exits. Consider accessibility requirements.	1	4	4	In case of an emergency, please pull nearest fire alarm and ensure all participants leave the venue calmly and safely. Ensure participants do not panic or take time retrieving all belongings. Ensure less-accessible or ill students have safe exit from the building where possible, but do not risk injury to any. Once in a safe position to do so, call the emergency services on 999. 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.
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Anti-social, violent, or offensive behaviour	Disturbance to the neighbourhood, reputational damage, injury and distress as a result of violence	Event organisers, event attendees, public	2	5	10	Building security staff will need to be alerted and emergency services called as required. Do not personally engage with any violent behaviour. Stay safe and inform the bar staff/police if necessary. Society to follow and share with members Code of conduct/SUSU Expect Respect policy.	1	3	5	If the situation becomes very serious and results in the participant being arrested then it will be made clear that they cannot be accompanied to the police station. Follow SUSU incident report policy. Call emergency services as required.
Adverse weather	Hypo- or hyperthermia, illness, injury, slipping, burns	Event organisers, event attendees	3	4	12	Lead organiser to check the weather are suitable for activities on the day. Warn those attending to prepare by wearing appropriate clothing and footwear In the case of hot weather organisers to advice participants to bring/wear appropriate level sunscreen, and to hydrate (especially if drinking alcohol).	2	2	4	If adverse weather is too extreme to be controlled, the event should ultimately be cancelled or postponed to a different date. 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.

Accessibility, inclusion and emergency egress for disabled attendees	- Attendees unable to access the venue, the seating or the activities. - Distress and exclusion, and attendees leaving early or not attending at all. An attendee who cannot use stairs being unable to evacuate quickly in an emergency.	Attendees with disabilities or access requirements Committee members	2	5	10	- Venue accessibility checked on the AccessAble database before the booking is confirmed. Step-free access route, accessible toilets and lift availability confirmed. - Where the room is above ground floor, the evacuation arrangement for anyone who cannot use stairs (evacuation lift, evac chair or personal emergency evacuation plan) is confirmed in writing with the venue before the event, including who is trained to operate it. - The sign-up form asks attendees to declare access requirements, dietary requirements and medical needs in advance. A named committee member is responsible for responding to each one. - Seats near the entrance and on the level are kept free for anyone who needs them. Committee members offer these rather than asking attendees to explain why they need one.	1	4	4	- Welfare officer (Saira) to complete WIDE training. - If a person with mobility needs has not been able to exit during an evacuation, the building manager and emergency services are informed immediately at the assembly point. - Seek guidance from the SUSU Activities Team or the SUSU Advice Centre as required. Follow SUSU incident reporting guide.
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Security of personal belongings	• Belongings lost, damaged or stolen. • Distress and financial loss. Bags left in walkways creating a trip hazard.	• Attendees • Committee members	3	2	6	• Attendees are reminded at the start to keep valuables with them and that the society cannot take responsibility for personal property. • Attendees are asked to keep bags in lockers • Committee members do not accept items for safekeeping. • Nothing is left in the room during any break, and the room is checked for lost property at pack-down and logge	1	3	3	Reported to the police on 101 where appropriate. • Lost property logged and handed to venue reception. Follow SUSU incident reporting guide.
Data protection, photography and filming	• Personal data ie full names, social media handles and images collected, retained or shared without a lawful basis or consent. • An attendee identified in footage or photographs they did not agree to.	• Attendees • Committee members - The society	4	3	1 2	• Clear signage on socials and at the start of the event that it will be photographed and filmed for society social media. • Anyone who does not wish to appear tells any committee member or the door team and is given a coloured wristband.	1	2	2	• Any lost sheet or data concern is reported to the Secretary and to the SUSU Activities Team immediately. • Posts removed on request without argument. Follow SUSU incident reporting guide.

Jewellery, loose clothing, phones and long hair	• Rings causing degloving injury if caught on a bar, net or edge during a fall or slip. • Necklaces, earrings and piercings caught or torn. • Drawstrings, hoods, scarves, loose sleeves and dupattas catching in moving parts or on obstacles. • Phones and keys falling from pockets onto other users below, or being landed on. Long hair caught in wheels, nets or moving obstacles.	• Attendees	4	3	1 2	• The joining instructions tell attendees what to wear: close-fitting sportswear, no drawstrings, hoods, scarves or loose layers; clean trainers; hair tied back and secured. • All rings, bracelets, watches, necklaces and dangling earrings removed before going on the equipment. The check-in team reminds everyone at the door and gives this a visual check. • Nothing in pockets. Phones, keys and wallets go in a locker or bag, not on the equipment. This is checked verbally at the ASOC briefing. • Attendees who cannot remove a ring are advised to tape over it or to avoid the hanging and grip obstacles. • Attendees wearing cultural dress or loose clothing are told in advance so they can bring a change of clothes rather than being caught out on the day. Committee members check each other and their group before the session starts, as a habit rather than an inspection.	1	3	3	• Any degloving, laceration or crush injury: call a marshal and the duty first aider immediately and call 999. • Do not attempt to remove a ring from an injured finger, leave it to medical staff. Obtain a copy of the venue's incident record. Follow SUSU incident report policy.
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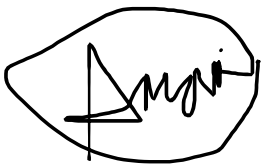
Pressure to participate, capability and embarrassment	- Attendees attempting obstacles beyond their ability because friends are watching or encouraging them. The venue's own risk assessment identifies 'customer misadventure/lacking capability' as a hazard. - Humiliation at failing an obstacle in front of the group, particularly the warped wall. - Members who are less physically confident feeling excluded from a social that is entirely physical. Distress for anyone who is injured, turned away, or unable to take part.	- Attendees - Committee members The society	4	3	1 2	- The ASOC briefing states clearly that nobody has to attempt anything, that there is no shame in sitting an obstacle out, and that the venue's marshals decide what is safe. - Committee members are briefed not to dare, chant, count down, encourage or film anyone attempting an obstacle they are hesitant about. Attempting something because a room is watching is how people get hurt here. - welfare officers are visibly identifiable and do not take part for the first half of the session, so there is always someone available. - The spectator and café area is pointed out at the briefing as somewhere anyone can go at any time, and members are told they can sit out as long as they like. - Committee members are spread through the group so nobody is left on their own, and the check-in team deliberately introduces anyone arriving alone to others. - No competition, leaderboard, timing or prize is organised by the society on the equipment, because that creates exactly the pressure that causes injury.	1	3	3	- If an attendee becomes distressed, a welfare officer takes them to the café or spectator area and stays with them. - Refer to The Student Hub or the SUSU Advice Centre. - Welfare officers to complete WIDE training. Follow SUSU incident report policy.
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						Support is signposted if needed: The Student Hub (023 8059 9599, studenthub@soton.ac.uk) and the SUSU Advice Centre				
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PART 2B – Action Plan

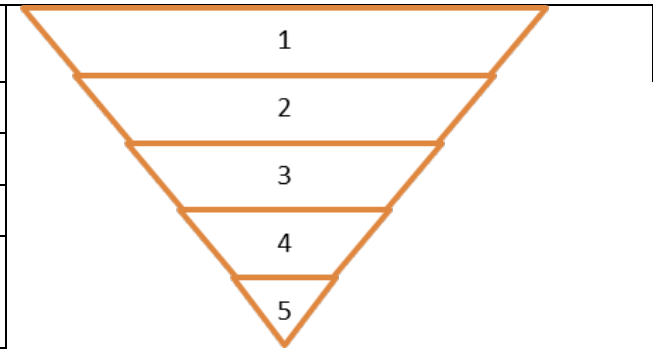
Risk Assessment Action Plan

Part no.	Action to be taken, incl. Cost	By whom	Target date	Review date	Outcome at review date
1	Risk assessment shared with all organisers and checked through before the event	Amani Sharif (Secretary)	14/10/26		
2	Committee to read and share SUSU Expect Respect Policy	Relevant committee members – president to ensure complete.	Complete		
3	Complete a financial assessment of the event	Rida Sayed (Treasurer)	After event		
4	Check weather beforehand to alert participants for journey to Ninja Warriors UK	Khushi Sahoo (President)	18/10/26		

5	All major incidents to be logged with SUSU the next day	Khushi Sahoo (Presidents) Amani Sharif (Secretary)	15/10/26 (Day after any incidents)		
.	Committee to check and pack first aid kit	Saira Sajith (Welfare Rep)	18/10/26		
6	Purchase or check the first aid kit, including ice packs and sterile non-adhesive dressings. Confirm named first aiders and that their certification is in date.	Saira Sajith (Welfare Rep)	18/10/26		
Responsible committee member signature 1: committee member signature				Responsible committee member signature 2: second committee member signature	
					
Print name: Amani Sharif			Date: 5/10/26	Print name: Khushi Sahoo Date: 5/10/26	

Assessment Guidance

• Eliminate	Remove the hazard wherever possible which negates the need for further controls	If this is not possible then explain why
• Substitute	Replace the hazard with one less hazardous	If not possible then explain why
• Physical controls	Examples: enclosure, fume cupboard, glove box	Likely to still require admin controls as well
• Admin controls	Examples: training, supervision, signage	
• 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				

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