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| Work/Activity: BBQ | | | |
| BBQ at the University Watersports Centre, currently planned for the 2nd, 3rd and 9th of October 2021. This will be happening during tasters and freshers will be offered some food whilst they’re waiting to go on the water or once they come of the water.  During tasters, all of the attendees are adults and as such remain solely responsible for their own safety, and when signing up club members agree and acknowledge that they are solely responsible for their own behaviour and exposure to risk unless the club is negligent in the organisation of the event. However, we feel that we still have a moral obligation to look after our members and as such will make reasonable endeavours to follow the following guidance to reduce risks to as low as reasonably possible within the constraints of what is reasonably possible in the circumstances. | | | |
| Group: Southampton University Canoe Club | Assessor(s):  Katherine Scott-Taylor (Safety Secretary)  Andrew Mylroi Lamont (President) | | Contact: [sucanoelcub@gmail.com](mailto:sucanoelcub@gmail.com) |
| Guidance/standards/Reference documents | Competence requirements | | |
| [Please enter any H&S guidance referred to when write this Risk assessment. This could be codes of practice from your NGB or industry body, group policies, instructions, manufacturer’s guidance, advice from HSE, useful websites or copies of qualifications and certificates.]  [e.g]   * <http://www.hse.gov.uk/Risk/faq.htm> | **Role:** [who has what H&S responsibilities for each task e.g. event stewards] | **Skills, experience or qualifications** [what training/experience has this person had to undertake their H&S responsibilities] | |
| All committee members have responsibility to ensure the events are safe and enjoyable. And that BBQs have been planned with the safety of participants in mind.  All committee members present also have a responsibility to look out for everyone at the BBQ and abide by this risk assessment.  Appointed Welfare Officers to deal with welfare concerns raised, for example bullying, harassment etc. The welfare secretary is made known to all members at the annual safety meeting. | Anyone preparing food will have a Level 2- Food Safety and Hygiene for Catering qualification.  All committee members are aware of the risks that a BBQ may involve and are aware of how to reduce risks and what to do to ensure the safety all attendees at all times. Particular risks are highlighted at club meetings prior to the event.  Current Acting Welfare Secretary to have received appropriate training including “looking after your mate” workshop. | |
| Risk assessments linked |
| [Identify areas of your activity which will fall under a different risk assessment. For example, fire risk assessments when using a building will have been covered by the premises operator.]  The university Watersports centre, their risk assessments will cover risks associated with their site. |

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| Task | Hazards | Who might be harmed and how | Current control measures | Current risk /9 | Additional control measures | Action by whom? | Residual risk  /9 | check SA/DM |
| General | Transmission/ Contraction of Covid 19 | Everyone | All members should be aware of the current covid guidelines laid out by the government and we expect them to abide by these. | 6 | Testing will be encouraged before attending sessions, and to not attend sessions if they have symptoms of covid 19 or test positive. If they test positive, we will ask them to inform anyone who they came into contact with in the 2 days before they’ve tested positive.  Everyone will be encouraged to wash hands regularly to minimise risk of transmission | Any committee members present at a session; over seen by Safety Secretary (Katherine Scott-Taylor) and president (Andrew Mylroi Lamont)) | 3 |  |
| Hygiene | Bacterial/viral infection from contaminated food. | Anyone eating the food | All equipment used for cooking including the BBQ will be cleaned thoroughly before use. | 4 | Anyone handling food will wash their hands thoroughly with soap and water. Hand sanitizer will also be provided.  Anyone eating the food will be advised to wash their hands either with soap and water from the changing rooms or with hand sanitizer. | Any committee members present at a session; over seen by Safety Secretary (Katherine Scott-Taylor) and president (Andrew Mylroi Lamont) | 2 |  |
| Cooking food | Undercooked meat.  Food allergies. | Anyone eating the food.  Anyone with a severe food allergy | Anyone cooking the food will have a Level 2- Food Safety and Hygiene for Catering qualification.  There will be someone with first aid training on site in case of a severe allergic reaction. | 4 | A food probe will be used to ensure that the food has been heated properly.  People will be asked if they have an allergy. There will be a list of possible allergens in the food. If people with a severe allergy still wish to eat the food, they will be asked what we should do in case they have a reaction. | Any committee members present at a session; over seen by Safety Secretary (Katherine Scott-Taylor) and president (Andrew Mylroi Lamont) | 2 |  |
| Using/lighting the BBQ | Fire risk- damage to the buildings.  Risk of burns from handling hot tools | Anyone using/ around the BBQ. | The BBQ will be placed in an area away from any flammable materials.  The BBQ will be always attended to reduce the risk. | 6 | The BBQ will be placed out of the way of the main thoroughfare and people will be asked to be careful around the BBQ to ensure they don’t burn themselves or others.  Flammable materials such as coal will be kept out of the way and will be monitored by a member of committee to ensure they are used properly. | Any committee members present at a session; over seen by Safety Secretary (Katherine Scott-Taylor) and president (Andrew Mylroi Lamont) | 2 |  |
| Damage to property | Damage to personal property either through negligence, or pure happenstance | Anyone at the event and members of the public | All committee members to monitor behaviour and events and preventing accidents from happening. | 2 |  | Any committee members present at a session; over seen by Safety Secretary (Katherine Scott-Taylor) and president (Andrew Mylroi Lamont) | 2 |  |

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| Reviewed By: | | Comments: |
| Responsible person (SA/DM): Katherine Scott-Taylor (Safety Sec) | Date: 28/09/21 |  |
| SUSU H&S manager (where applicable): | Date: |  |

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| Likelihood | | | |
| Impact | 3 | 6 | 9 |
| 2 | 4 | 6 |
| 1 | 2 | 3 |

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| Impact | |
| Level | **Description** |
| High (3) | Major Injury or Death; Loss of limb or life-threatening conditions. In hospital for more than 3 days, and/or subject to extensive prolonged course of medical treatment and support. |
| Medium (2) | Serious injury causing hospitalisation, less than 3 days. Rehabilitation could last for several months. |
| Low (1) | Minor/superficial injuries. Local first aid treatment or absence from work for less than 3 days. |

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| Likelihood | |
| Level | **Description** |
| High (3) | Will probably occur in most circumstances |
| Medium (2) | Might occur at some time |
| Low (1) | May occur only in exceptional circumstances |