| **Risk Assessment** | | | | | |
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| **Risk Assessment for the activity of** | **Bunfight Stall** | | **Date** | **29/09/21** |
| **Club or Society** | **Road Cycling** | **Assessor** | **Finlay Middlemiss** | |
| **President or Students’ Union staff member** | **Ben Caverhill** | **Signed off** |  | |

| ***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** | | |  | **Residual** | | | **Further controls (use the risk hierarchy)** |
| **Likelihood** | **Impact** | **Score** | **Control measures (use the risk hierarchy)** | **Likelihood** | **Impact** | **Score** |
| Obstructions.  Build-up of rubbish/debris. | Slips, trips and falls;  Risk of Minor Injuries: Grazes, cuts and bruising.  Major injury: Fractures | Attendees, students, staff | **3** | **2** | **6** | **No items to be on the floor at the front of the stall. Rear/sides of stall to be kept tidy.** | **2** | **2** | **4** |  |
| Overcrowding | Reduced space in walkways and entrances.  Risk of Students panicking because of tight spaces / confinement. Crushing against fixed structures from pushing and shoving. Aggressive behaviour. | Attendees, students, staff | **3** | **3** | **9** | **A maximum of 3 club/society representatives to be at the stall at any one time;**  **Representatives will not block walkways when engaging with attendees; Early access available to Enabling registered students.** | **2** | **3** | **6** |  |
| Manual handling | Risk of Musculoskeletal injures, cuts, bruises and crushing. | Students, staff | **3** | **3** | **9** | **Ensure that 2 people carry tables.**  **Work in teams when handling other large and bulky items.** | **3** | **2** | **6** |  |
| Food allergies | Risk of allergic reaction to ingredients in food. | Attendees, students, staff | **3** | **4** | **12** | **Only individually wrapped, store-bought items to be provided.**  **A list of ingredients of the food items to be kept at the stall.**  **Representatives to ask attendees if they have any allergies.**  **If the food items may contain or do contain any common allergens, e.g. nuts, signs will be displayed to notify attendees of this:**  **‘Products may contain nuts or nut extract…’** | **1** | **4** | **4** |  |
| Stationary cycling on rollers | Musculoskeletal injury due to falling off | Rider, observers, | **3** | **3** | **9** | **Only adequately trained and experienced committee members to use rollers.**  **Only use rollers when the space is not overcrowded** | **2** | **2** | **4** |  |
| Bike stand | If knocked, the bike (and) or stand could fall over. Risk of Musculoskeletal injuries, cuts, bruises and crushing. | Attendants (those in the immediate vicinity), students, staff. | **3** | **1** | **3** | **Take care when behind stand to not knock bike (further aided by aforementioned control of only having 3 representatives present at any given moment). Only touch or handle bike if absolutely necessary. Finally, only those with understanding of using a bike stand should operate it.** | **2** | **2** | **4** |  |

| ***PART B – Action Plan*** | | | | | | | |
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| **Risk Assessment Action Plan** | | | | | | | |
| **Part no.** | **Action to be taken, incl. Cost** | **By whom** | **Target date** | | **Review date** | **Outcome at review date** | |
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|  |  |  |  | |  |  | |
| Responsible committee member signature: | | | | | Responsible committee member signature: | | |
| Print name: | | | | Date: | Print name: | | Date |

**Assessment Guidance**

| 1. Eliminate | Remove the hazard wherever possible which negates the need for further controls | If this is not possible then explain why |  |
| --- | --- | --- | --- |
| 1. Substitute | Replace the hazard with one less hazardous | If not possible then explain why |
| 1. Physical controls | Examples: enclosure, fume cupboard, glove box | Likely to still require admin controls as well |
| 1. Admin controls | Examples: training, supervision, signage |  |
| 1. 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 |