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| Work/Activity: Christmas Lights Turn On, Southampton University Brass Band. |
| Carolling at the University Christmas Lights Turn On, Tuesday 21st November 2018. Playing outside for 1 hour starting at 14.30. Performance will be on a small staging area. |
| Group: | Assessor(s): Stella Harrison | Contact: sh16g14@soton.ac.uk |
| Guidance/standards/Reference documents  | Competence requirements |
| * Event organised by the university, most hazards and risks will be covered in their risk assessment for the major event.
* Once players are off stage, they are covered by the event’s risk assessment, not the one made by SUBB.
 | **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] |
| Stella Harrison (President)Laura Thompson (University’s Senior Events Organiser) | Organised many events before.Trained as professional events organiser. Will give players a briefing before performance. |
| Risk assessments linked |
| * Fire safety, will talk to organisers of the event on the day. Players will arrive 15 mins early for a quick briefing.
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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 |
|  Getting on stage |  Falling / tripping on stage |  Single person falling. |  Warn them before hand, players arrive 15 mins early to discuss this risk. |  2 |  Have asked the university for additional lighting at the event. |  University & SUBB President |  1 |
|  Playing on stage |  Overcrowding |  Players falling off stage or getting squashed. |  Not the whole band will be playing. Players will arrive 15 mins early to discuss this risk. | 1 |  Informed the university of our size, stage will be sized accordingly | University & SUBB President |  1 |
|  Playing on stage | Tripping over cables.  | Single person tripping.  | Players arrive 15 mins early and will be warned of this risk. | 2  |  As the wires are from the lighting, the lighting should make the wires more visible, reducing their risk. |   University & SUBB President |  1 |
|  Playing Tuba |  Dropping / falling with heavy instrument or hurting their backs. |  Tuba players. | Have asked the organiser to thy and supply chairs so they can sit. They will also be the first on stage.  |  2 |  Have asked the tuba players to brings straps in case no chairs can be supplied. |   University & SUBB President |  1 |

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| Reviewed By: | Comments: |
| H&S Officer of SUBB: | Date: 18/11/2017 | The band will arrive 15 min early to the event in order to have a health & safety briefing. This should reduce all risks down to a minimum. |
| SUSU H&S manager: | Date: |  |

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

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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 |

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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. |