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| **Risk Assessment** |
| **Risk Assessment for the activity of** | **Bake Along** | **Date** | 7/10/2020 |
| **Club or Society** | **RAG** | **Assessor** |  |
| **President or Students’ Union staff member** | Ella Foxhall | **Signed off** |  |

***Siobhan La Roch***

***e***

**the 03/11/19**

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| ***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)** |
| **Li kel ih oo d** | **Im pa ct** | **Sc or e** | **Control measures (use the risk hierarchy)** | **Li kel ih oo d** | **Im pa ct** | **Sc or e** |
| Burning parts of body with oven | People injure themselves  | People baking and using the oven | **2** | **2** | **4** | **Ensure that oven mitts are used when using the oven** | **1** | **2** | **2** |  |

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| **Li kel ih oo d** | **Im pa ct** | **Sc or e** | **Control measures (use the risk hierarchy)** | **Li kel ih oo d** | **Im pa ct** | **Sc or e** |
| Knives | People cutting fingers/other parts when using knife | The people using the knife | **2** | **4** | **8** | **When using the knives, the person in charge will show the participants proper technique before they start** | **1** | **1** | **1** |  |
| Objects lying around | Potential tripping and falls | Anyone walking around the kitchen | **2** | **3** | **6** | **Make all participants clear their kitchen floor and space to ensure anywhere they will walk around will not have anything in the way** | **1** | **1** | **1** |  |
| Gas | Accidently leaving the gas on could cause a gas leak | Participants accidentally becoming exposed  | **2** | **5** | **10** | **After the parts of the recipe with gas are done, the leader of the bake along will check with very participant that they have turned the gas off** | **1** | **1** | **1** | Have another member in the household check it is properly turned off  |

***PART B – Action Plan***

**Risk Assessment Action Plan**

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| **Part no.** | **Action to be taken, incl. Cost** | **By whom** | **Target date** | **Review date** | **Outcome at review date** |
|  | To have a briefing before the event begins going through basic health and safety rules outlining how to use each equipment. (If something is forgotten at the beginning, the person running the bake along should let the participants know how to properly handle the new equipment before starting to use it) | Person running the bak along | 7/10/2020 |  |  |
| Responsible committee member signature:Print name: Juliette Barendson Date: | Responsible committee member signature:Print name: Emily Loveridge Date |

**Assessment Guidance**

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| 1. Eliminate | Remove the hazard wherever possible which negates the need for further controls | If this is not possible then explain why |  |
| 2. Substitute | Replace the hazard with one less hazardous | If not possible then explain why |
| 3. Physical controls | Examples: enclosure, fume cupboard, glove box | Likely to still require admin controls as well |
| 4. Admin controls | Examples: training, supervision, signage |  |
| 5. Personal protection | Examples: respirators, safety specs, gloves | Last resort as it only protects the individual |

# LIKE 5

**LIH**

**OOD**

4

3

2

1

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| --- | --- | --- | --- | --- |
| 5 | 10 | 15 | 20 | 25 |
| 4 | 8 | 12 | 16 | 20 |
| 3 | 6 | 9 | 12 | 15 |
| 2 | 4 | 6 | 8 | 10 |
| 1 | 2 | 3 | 4 | 5 |

1 2 3 4 5

# IMPACT

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| --- | --- |
| 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. |

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| 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. |

Risk process

1. Identify the impact and likelihood using the tables above.
2. Identify the risk rating by multiplying the Impact by the likelihood using the coloured matrix.
3. If the risk is amber or red – identify control measures to reduce the risk to as low as is reasonably practicable.
4. If the residual risk is green, additional controls are not necessary.
5. If the residual risk is amber the activity can continue but you must identify and implement further controls to reduce the risk to as low as reasonably practicable.
6. If the residual risk is red do not continue with the activity until additional controls have been implemented and the risk is reduced.
7. Control measures should follow the risk hierarchy, where appropriate as per the pyramid above.
8. The cost of implementing control measures can be taken into account

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| 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 |