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| **Risk Assessment** |
| **Risk Assessment for the activity of** | **Freshers social (to be held after the 12th of April)** | **Date** | **27/09/2021** |
| **Unit/Faculty/Directorate** |  | **Assessor** | **Hannah Liddell** |
| **Line Manager/Supervisor** |  | **Signed off** |  |

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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)** |
| **Likelihood** | **Impact** | **Score** | **Control measures (use the risk hierarchy)** | **Likelihood** | **Impact** | **Score** |  |
| Traffic | Getting hit by oncoming traffic, Injury, death | Participant | **2** | **4** | **8** | * Participants will be encouraged to walk slowly as there will be no time limit.
* Participants will be encouraged to obey all road rules
 | **1** | **4** | **4** |  |
| Noise, or disruption | May disturb residents | Participent, residents | **2** | **2** | **4** | * Activity will be done at a sensible time. Participants will be encouraged to not be loud. Participants will stay away from crowded areas
 | **1** | **2** | **2** |  |
| May get lost | distress, injury | Participant | **2** | **3** | **6** | * Participants will travel in a group with members knowledgeable of the portswood area.
* Contact details of member knowledgeable of portswood area will be shared incase of members straying from group
* A plan of the order of pubs that will be attended during the social will be provided to members in order for google maps to be used in the event of separation from the group
* The group will be told to stay together and will contain at least one club member whose role it is to keep the group together and count members to ensure they are together.
* People will be given a designated location to start the pub crawl so people can stick together in a group
 | **1** | **3** | **3** |  |
| Tripping | May trip or strain ankle | * Participants, members of the public
 | **3** | **2** | **6** | Participants will be encouraged to walk as there is no time limitParticipants will be kept in a group and guided to avoid pedestrians and other obstacles | **2** | **2** | **4** |  |
| Covid 19 | Hospitalisation, death | Participant, surrounding members of the public | **3** | **4** | **12** | * Ensure all participants provide confirmation of a negative covid test result on the day
* Encourage members to bring masks and use hand sanitizer at regular intervals
 | **2** | **4** | **8** |  |
| Unable to get home | Getting lost and injured | Participant  | **2** | **3** | **6** | * Members will be told to notify people in the group of when they will be leaving and, if appropriate will be designated another member to ensure they return home safely
 | **1** | **3** | **3** |  |
| Alcohol | Alcohol poisoning | Participant | **3** | **2** | **6** | * Members will be encouraged to be responsible and drinking will be entirely optional.
 | **3** | **1** | **3** |  |

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| ***PART B – Action Plan*** |
| **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 manager’s signature: | A drawing on a wall  Description automatically generated with low confidenceResponsible manager’s signature:  |
| Print name: Hannah Liddell | Date:27/09/2021 | Print name: Peter Betts | Date: 27/09/2021 |

**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 | 12345 |
| 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 |

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| **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** |

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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.  |
| 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

Identify the impact and likelihood using the tables above.

Identify the risk rating by multiplying the Impact by the likelihood using the coloured matrix.

If the risk is amber or red – identify control measures to reduce the risk to as low as is reasonably practicable.

If the residual risk is green, additional controls are not necessary.

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.

If the residual risk is red do not continue with the activity until additional controls have been implemented and the risk is reduced.

Control measures should follow the risk hierarchy, where appropriate as per the pyramid above.

The cost of implementing control measures can be taken into account but should be proportional to the risk i.e. a control to reduce low risk may not need to be carried out if the cost is high but a control to manage high risk means that even at high cost the control would be necessary.

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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 |