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| **Risk Assessment** |
| **Risk Assessment for the activity of** | **Bunfight** | **Date** | **20/09/2019** |
| **Unit/Faculty/Directorate** | **Saudi Society** | **Assessor** |  |
| **Line Manager/Supervisor** | ***Abdullah Alzahrani*** | **Signed off** |  |

| ***PART A***  |
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| **(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** |
| Place | The place will contain some floor rugs, tables, chairs, hot drinks. Falling or getting burned by a hot drink. | Organizers and/or Visitors | **2** | **2** | **4** | **The stall organizers will make sure that everyone onsite is safe by observing the activity around the place and by informing visitors about hazardous things if there is any.****Train the stall organizers to deal with such incidents.****University of Southampton’s First aiders will be called.** | **1** | **1** | **1** | Eliminate |
| Over Crowding | Could cause some injuries caused by pushing or pulling accidently | Organizers and/or Visitors | **1** | **2** | **2** | **The stall organizers will try to manage the crowed by dividing them to groups and assign an organizer to a group.****Train the stall organizers to deal with such incidents.****University of Southampton’s First aiders will be called.** | **1** | **1** | **1** | Eliminate |
| Skin Allergy | Skin burn caused by Hinna.Hinna is a kind of skin colouring act like a temporary tattoo. | Visitors who ask for Hinna | **1** | **3** | **3** | **The visitor will be informed about the side effects of Hinna and will be shown a manual that shows expected side effects and how to deal with them.****University of Southampton’s First aiders will be called.** | **1** | **2** | **2** | Substitute |
| Food | Arabic coffee will be provided along with dates. | Visitors who would like to try it. | **1** | **2** | **2** | **The visitors will be informed about the amount of sugar that dates contain.****University of Southampton’s First aiders will be called.** | **1** | **1** | **1** | Substitute |
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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** |
| 1 | Prepare the stall | Saudi Society Committee and members |  |  |  |
| 2 | Training | Saudi Society Committee |  |  |  |
| 3 | Organizing the event | Saudi Society Committee and members |  |  |  |
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| Responsible manager’s signature: | Responsible manager’s signature: |
| Print name: Abdullah Alzahrani | Date:23/08/2019 | Print name: | 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 |  |
| 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

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 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 |