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| **Risk Assessment** |
| **Risk Assessment for the activity of** | **GameSoc Summer Barbeque (RABIES) (Taking place at 27 Elmsleigh Gardens)** | **Date** | **11/06/2022** |
| **Unit/Faculty/Directorate** | **Game Society** | **Assessor** | **Robert Peter Nicholas Boffey** |
| **Line Manager/Supervisor** |  | **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** |
| Barbeque cooker | Starting a fire, operator getting burned. | Person cooking on the barbeque, any nearby people. | **3** | **3** | **9** | Keep barbeque 15m from trees, and ensure the barbeque is kept off the ground. Use tongs and spatulas to prevent burns. | **1** | **3** | **3** | Keep water nearby to extinguish the fire and cool burns if any happen, ensure first-aid is available. In the event of a severe burn, a committee member with a telephone will be available to contact emergency services. |
| Raw meat | Food poisoning | Attendees to the event. | **3** | **2** | **6** | Ensure all food, especially chicken, is cooked all the way through and raw food are kept separate from other food (i.e. vegetables). Designated cook (Robert Boffey) has completed Level 2 Food Hygiene Certification. | **1** | **3** | **3** | Ensure disinfectant is available to sanitise cooking surfaces to prevent cross-contamination of food. |
| Food | Choking | Attendees to the event. | **2** | **3** | **6** | Ensure that a committee member with first aid training is present throughout the event. | **1** | **1** | **1** | In the event of a severe incident, committee member is available with a telephone to contact the emergency services |
| Allergens (environment) | Allergic reactions | Participants with allergies | **3** | **3** | **9** | Individuals who may suffer from allergies will be warned about the environment the event is taking place in. | **2** | **2** | **4** | In the event that the allergen is specific to the location of the event, the event shall be moved. In the event that someone suffers a severe reaction before we can take measures to prevent it, we will apply first-aid and contact emergency services. |
| Allergens (food) | Allergic reactions | Attendees to the event. | **3** | **3** | **9** | Ask all attendees of the event for a personal list of allergies and dietary requirements. Take measures towards preventing cross-contamination of food, and make attendees aware of what food options, and encourage attendees to supply their own food if they are unsure that the available options will be suitable for them. Designated cook (Robert Boffey) has completed Level 2 Food Hygiene Certification. | **2** | **2** | **2** | Ask attendees who may suffer a severe allergic reaction to bring medication that can be applied, and ensure first-aid is available throughout the event. In the event that someone suffers a severe reaction before we can take measures to prevent it, we will apply first-aid and contact emergency services. |
| Environment | Tripping | Attendees to the event, any nearby people. | **4** | **1** | **4** | Ensure that the event is set up in an area where there are no natural obstacles (such as tree roots). | **3** | **1** | **3** | Provide space for people to place their belongings (such as bags) out of the way of the common space used for the event, ask people to move their belongings to this space. |
| Environment | Sunburn, heat exhaustion | Everyone. | **5** | **1** | **5** | Ensure that everyone is made aware of the weather on the day of the event beforehand. Provide shade, water and sunscreen attendees. | **4** | **3** | **12** | In the event that someone suffers from heat exhaustion or similar, take measures to provide them with additional water and shelter. Ensure first-aid is available throughout the event, and be ready to contact emergency services. |
| COVID-19 | Attendees contract the virus, spread it to others and potentially develop complications | Event attendees | **2** | **3** | **6** | The event is to be held outside, in an open space so ventilation is ensured | **1** | **3** | **3** | A list of attendees will be held for a week afterwards to enable contact tracing |

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| ***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** |
| 1 | All raw meat is to kept be separate other foods | Cook | 11/6/2022 | 11/6/2022 |  |
| 2 | Barbeque must be kept away from trees, off the ground and be protected from the wind | Committee members | 11/6/2022 | 11/6/2022 |  |
| 3 | Tongs and spatulas should be available for handling food | Committee members | 11/6/2022 | 11/6/2022 |  |
| 4 | Survey attendees for food allergies and restrictions | Committee members | 5/6/2022 | 11/6/2022 | All attendees have indicated they have no food allergies or dietary requirements |
| 5 | Inform attendees to take bring antihistamines and EpiPens | Committee members | 5/6/2022 | 11/6/2022 | Not relevant (See part 4) |
| 6 | Have water and fire blanket available on-hand | Committee members | 5/6/2022 | 11/6/2022 | Buckets are available for the event |
| Responsible manager’s signature: R.BOFFEY | Responsible manager’s signature: |
| Print name: ROBERT PETER NICHOLAS BOFFEY | Date: 08/06/22 | 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 |