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| **Risk Assessment** | | | | |
| **Risk Assessment for the activity of** | **GeogSoc New Forest Walk** | | **Date** | **27-02-23** |
| **Unit/Faculty/Directorate** | **SUSU GeogSoc** | **Assessor** | **Amy Berry** | |
| **Line Manager/Supervisor** | ***President – Emma Struckman*** | **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** |
| Risk of minor injury/ fall | Minor harm to those attending the walk such as twisting ankle | User | **2** | **3** | **6** | **. Stick to pathways**  **. Ensure appropriate footwear**  **. Complete walk in the daylight**  **. Reschedule if weather increases risk** | **1** | **4** | **4** | Contact emergency services if needed  Report incident to SUSU |
| Risk of getting lost | Stress and upset | User | **1** | **4** | **4** | **. stick to pathways**  **. Bring map**  **. Familiarise ourselves with area** | **1** | **3** | **3** | Contact emergency services if needed  Report incident to SUSU |
| Interaction with wild animals | Harm to user or animal. | User | **1** | **3** | **3** | **. Avoid wild animals** | **1** | **4** | **4** | Contact emergency services if needed  Report incident to SUSU |
| Transport issues | Getting stranded, stress, financial losses. | User | **2** | **4** | **8** | **. Time management**  **. Know how long the walk takes approximately to give time to get back to the station** | **1** | **2** | **2** | Contact emergency services if needed  Report incident to SUSU |
| Hyperthermia | Harm to user and risk of illness | User | **1** | **4** | **4** | **. Make sure appropriate clothing is worn by everyone participating** | **1** | **4** | **4** | Contact emergency services if needed  Report incident to SUSU |
| Injury caused by collision with car | Serious harm to user | User | **2** | **5** | **10** | **. Avoid walking too close to roads**  **. Pay attention to traffic**  **. Appropriate precautions when crossing roads (stop, look, listen)** | **2** | **5** | **10** | Contact emergency services if needed  Report incident to SUSU |
| Allergic reaction | User will become ill due to allergic reaction | User | **1** | **4** | **4** | **. Ensure people with allergies have appropriate medicine such as EpiPen with them for the duration of the walk** | **1** | **3** | **3** | Contact emergency services if needed  Report incident to SUSU |

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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** | |
|  | Ensure committee member are aware of potential risks on the trip and have read through risk assessment | Committee members | 10/03 | | 10/03 | All committee members will be aware of potential risks before the trip | |
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| Responsible manager’s signature: | | | | | Responsible manager’s signature: | | |
| Print name: Amy Berry | | | | Date: 27/02/23 | Print name: Ellena Hunt | | Date 27/02/23 |

**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 |