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| **Risk Assessment** | | | | |
| **Risk Assessment for the activity of** | **Fifa Tournament** | | **Date** | **24/09/2020** |
| **Unit/Faculty/Directorate** |  | **Assessor** | **Joseph Futter** | |
| **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** |
| Spread of Covid due to people sitting in the same vicinity | Serious respiratory problems and the risk that a cluster could emerge from the group. | Anybody in the vicinity of person with Covid. University and wider population if a cluster is created. | **3** | **5** | **15** | * **Disinfect the controllers between every match.** * **Number of people in a room limited to 6.** * **Everybody to keep a distance of 1m+ at all times.** * **Encouragement to wash hands and to cough or sneeze into the crook of the arm.** * **Government rules regarding quarantining after being in Covid hotspots.** | **1** | **5** | 5 | Those taking part in the match of FIFA to be decided in advance and told the exact time and location of their game.  A screen to be put up between the two players playing FIFA.  All members to sign a piece of paper confirming they have no symptoms of the Corona Virus and that they have not been in contact with anyone who has tested positive for the virus within the last 14 days.  All members will give contact details so that they can easily be contacted for track and trace if someone later tests positive for Covid. |
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| Aggressive or disorderly behaviour | Distress, injury, damage to property | Members present. | **2** | **2** | **4** | Members should avoid gloating and should be gracious in victory. | **1** | **2** | **2** | Committee to not make the event overly competitive and underline that it is just a bit of fun. |
| Personal problem or illness | Distress and discomfort | Member affected | **1** | **3** | **3** | Ensure members are aware of who the Committee members are, and that they can contact them should any problem arise. | **1** | **2** | **2** | N/A |
| Fire or other emergency | Injury, distress, damage to property | Members and public present | **1** | **5** | **5** | Ensure all present know where the exits are in the building where the event is taking place | **1** | **4** | **4** | Do not try to tackle the emergency ourselves. Any injuries should be reported to staff at the scene. |
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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 | Put up a screen between the players.  Organise the tournament and make players aware of exactly when and where they need to turn up. Ensure there are no more than 6 people in room at the same time.  Collect signatures confirming they have no symptoms of the Corona Virus and that they have not been in contact with anyone who has tested positive for the virus within the last 14 days. Collect contact details from every member.  Disinfect Controllers after every game. | Committee | Day before any game is played | Upon any update of government coronavirus guidelines |  | |
|  | Make certain that those present know where the exits are and fire assembly point is. | Committee | Day before any game is played | Upon any update of government coronavirus guidelines |  | |
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| Responsible manager’s signature:A drawing of a person  Description automatically generated | | | | Responsible manager’s signature:A picture containing whiteboard  Description automatically generated | | |
| Print name: JOSEPH FUTTER | | | Date:24/09/20 | Print name: HANNAH GRIFFITHS | | Date: 24/09/20 |

**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 |