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| **Risk Assessment** |
| **Risk Assessment for the activity of** | **Sprinkles Gelato** | **Date** | **28/10/2020** |
| **Unit/Faculty/Directorate** | **Southampton Islamic Society** | **Assessor** | **Mahnaaz Noori** |
| **Line Manager/Supervisor** | **Mahnaaz Noori** | **Signed off** |  ***Mahnaaz Noori*** |

| ***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** |
| Covid-19 | Catching the coronavirus | Everyone, in particular those vulnerable to covid  | 3 | 5 | 15 | * Ensure the 2-meter distance is met along with other social distancing measures such as washing hands regularly
* Advise covid vulnerable people to not attend the event
* Ensure everyone attending is wearing a face mask
* Carry spare face masks and hand sanitisers
* Advise people not to touch things unless necessary
 | 2 | 5 | 10 |  |
| Food Allergy  | Example- a person with a nut allergy comes in contact with nuts resulting in an allergic reaction | Person with any allergy  | 2 | 3 | 6 | * Inform the staff of anyone who has a food allergy
* Avoiding any desserts which may have come in contact with nuts
* Ask the workers to use different utilities when preparing the dessert for the person with the food allergy
* Ensure person with food allergy carries their EpiPen along with them
 | 1 | 3 | 3 | Medical attention will be sought by calling emergency services if required. |
| Brain Freeze | Eating cold ice cream  | Anyone who chooses to get cold desserts | 2 | 1 | 2 | * If someone usually gets them often, advise them to choose a drink or warm desert instead
* Consume cold food slowly
* Take breaks when having cold food
* Prevent cold food from touching the roof of the mouth
 | 1 | 1 | 1 |  |
| Chocking | Food getting stuck in the throat making it painful  | Anyone eating | 2 | 4 | 8 | * Advise people to eat slowly
* Advise people to not talk whilst eating
* Advise people to chew food properly before swallowing
 | 1 | 4 | 4 | Medical attention will be sought by calling emergency services if required. |
| Floor | Physical injury due to slips, trips and falls. | Anyone  | 2 | 4 | 8 | * Ensure that the floors are clear of liquids (if not let the staff know to get it cleaned)
* To allow a maximum of 3 people getting up at a time to prevent any collisions whilst getting the food
* Ensuring any spillages are cleaned up quickly and efficiently.
* Advise no running and walking sensibly to prevent falls
 | 1 | 3 | 3 |  |
| Fire | Severe injuries | All individuals in sprinkles | **1** | **5** | **5** | * All individuals will be made aware of the fire exits and what to do in the event of a fire or if the fire alarm rings
* All individuals will be evacuated quickly in the case of a fire or the ringing of the fire alarm
 | **1** | **4** | **4** |  |

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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: | Responsible manager’s signature: |
| Print name: Mahnaaz Noori | Date: 04/09/20 | Print name: Farah Barakat | Date: 04/09/20 |

**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 |