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| **Risk Assessment** | | | | |
| **Risk Assessment for the activity of** | **Beekeeping Society** | | **Date** | **28/09/2022** |
| **Unit/Faculty/Directorate** | **SUSU** | **Assessor** |  | |
| **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** |
| Poor beekeeping practices | Stings, injury, loss of hives | Any member of the society | **5** | **3** | **15** | Thorough training has been provided by an experienced member of the BBKA to the initial group of student beekeepers. This knowledge will then be passed down in its entirety to any new members.  New members will be supervised by those originally trained until competence is assured. | **2** | **2** | **4** | If there is an issue with which the experienced student beekeepers are unsure, expert advice will be sought. |
| Bee Sting | Swelling, irritation | Any member of the society | **4** | **2** | **8** | No one can go beekeeping if existence of allergy is already known.  In the event of an allergic reaction, see below.  To reduce likelihood of stings in general, extensive protective clothing must be put on some distance before the entrance of the apiary, worn at all times beyond the gate, and not removed until a safe distance away. Members will check that each other’s suits are done up properly, and that there are no bees around each other before removing gear.  Hives will be handled delicately and smokers will be used to help keep bees docile.  If bees are especially aggressive, seek expert help (e.g. requeening).  Stingers will be removed as quickly as possible to minimise the amount of venom injected. | **1** | **2** | **2** |  |
| Bee sting | Allergic reaction | Any member of the society | **2** | **4** | **8** | No one can go beekeeping if existence of allergy is already known.  It is the responsibility of the individual to take suitable care and carry any medications for any known conditions. The society will also try to carry at LEAST 1 epipen to all hive visits.  Members will have access to a mobile phone to contact the emergency services in the event of an allergic reaction.  Visits to the apiary will always be in at least pairs. If someone is taken ill, the other person will help them to a safe distance away from the apiary and call for the appropriate help.  Hives will be handled delicately and smokers will be used to help keep bees docile. If bees are especially aggressive, seek expert help (e.g. requeening). | **1** | **4** | **4** | If this occurs, the emergency services will be contacted by dialling 999, where the relevant member will be taken to hospital with the assistance of a committee member (if allowed).  Following this, Sonia Cottrell (clubs & societies senior lead) and Paul Davie (health and safety senior lead) will be contacted and made aware of the incident. They will be contacted to arrange a meeting to discuss the event, and to plan ways to prevent this from happening in the future.  It may be that members who have not yet been stung by a bee are not allowed to visit the hives in case they have an allergic reaction. |
| Tripping | Bruising, cuts, scraps  Break or fracture | Any member of the society | **2** | **2** | **4** | Wellington boots are worn on visiting the apiary rather than laced shoes.  Equipment is not put on the floor to avoid trip hazards | **1** | **2** | **2** |  |
| Dehydration | Fainting | Any member of the society | **2** | **2** | **4** | Members encouraged to bring water bottles with them when attending apiary.  If a member feels unwell they should be escorted from the apiary so they can remove protective gear, cool down and rehydrate. | **1** | **2** | **2** |  |
| Fire | Burns  Smoke inhalation | Any member of the society | **2** | **3** | **6** | At least two people present at all times.  Smoker is lit in a controlled environment outside the apiary.  Equipment used for smoking is designed for the purpose and meets outside safety regulations.  Smoker is always kept at arm’s length.  The contents of the smoker are disposed of on the concrete away from the hives and are stamped out completely. | **1** | **3** | **3** | If an incident like this occurs, the individual will be taken to the SUSU reception where the incident can be reported formally and they can seek adequate medical care from a trained professional.  Any burns will be reported to Paul Davie (health and safety lead) who will discuss future plans to mitigate possible harm to society members. |
| Accident with equipment | Cuts from sharp tools  Strained muscles from lifting hives/supers | Any member of the society | **2** | **2** | **4** | Attendees instructed on how to lift safely using knees rather than back.  Members must have completed appropriate training prior to carrying out inspections  If necessary injured persons will be taken to the student union to be seen by a first-aider or security will be contacted.  Basic first aid kit is kept with equipment to deal with any minor issues as quickly as possible. | **1** | **2** | **2** | Any new members of the society will be fully trained in procedure and health and safety by current members, including familiarisation with the risk assessment, before going to the apiary. |
| Panic/Anxiety attacks | Fainting  Disruption | Any member of the society  Possibly other attending members if the situation were to get out of hand | **1** | **2** | **2** | Anyone feeling unwell should be escorted from the apiary to a place where they are safe to take off protective gear which might be causing symptoms of anxiety or panic.  Gear is put on before entering the apiary, allowing members to get used to the feeling before visiting the bees. If they feel uncomfortable during this time, they will be escorted away from the bees and assisted in taking off the equipment. | **1** | **2** | **2** | Should this occur, the committee will be made aware. The individual may be referred to mental health services and asked to seek professional help before visiting the hives again. |
| Public going to hive unprotected | Stings  Distress to bees  Legal action | public | **2** | **3** | **6** | Apiary position is not widely advertised.  Apiary is kept inside a locked compound, for which the key is kept behind the desk at SUSU and must be signed in and out.  Warning signs are up at the boundary to the apiary to warn the general public. | **1** | **3** | **3** |  |
| Allergens in food at socials | Allergic reactions to the food | Members of the society | **2** | **4** | **8** | All members will be asked about any dietary requirements prior to the social.  For those with severe allergies, they will be expected to carry medication on them at all times.  The society will take allergies/dietary requirements into consideration when planning socials. Members with allergies may be advised to bring their own food if this is not feasible.  For socials where we go to pubs/cafes/restaurants, we will ensure that the menu advertises potential allergens and has options available for everyone. | **1** | **2** | **2** | We will ask members with allergies to be mindful and not consume food unless they have confirmed that it is safe.  If a member has an allergic reaction to food, this will be reported to SUSU and further actions will be taken to mitigate this risk in the future. |
| Extractor/large supers tipping over | Superficial injuries, strained muscles from trying to catch it | Members of the society | **1** | **3** | **3** | Members will be advised to put all large equipment on level/even surfaces to avoid falling  Members will be advised not to try to catch any large/heavy objects if they do fall to avoid possible injury | **1** | **2** | **2** |  |
| Contracting COVID-19 from a social/hive visit/event | Respiratory difficulty, developing long covid, loss of taste/smell, further spread of COVID-19, vulnerable people being exposed to COVID-19 | Members of the society; members of the public | **2** | **3** | **6** | Members will be encouraged not to attend socials or hive visits if they are experiencing any symptom of COVID-19 (including a high temperature/fever-like symptoms, a new + continuous cough, and a change or loss of sense of smell/taste)  Members will be asked to inform the committee if they test positive for COVID-19 after attending society-related events  All socials will be well ventilated, preferably outdoors, to minimise the risk of COVID-19 transmission  Members will be encouraged to wear face masks (if they feel comfortable), wash their hands regularly and use hand gel whenever possible  Members who are vulnerable to COVID-19, or members who come into close contact with vulnerable individuals, will be asked to wear a facemask at all times and regularly test for COVID-19  All members will be encouraged to receive COVID-19 vaccinations to minimise transmission | **1** | **2** | **2** | There are currently no Government guidelines enforcing isolation for those suffering from COVID, however individuals will be asked not to attend events if they have recently tested positive  All government recommendations will be followed, and the society will regularly update their protocols should government advice change  Should several members of the society test positive, there will not be any more events until all members are testing negative. |

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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: Corin Holloway | | |
| Print name: LAURA SMITH | | | Date: 06/10/2022 | Print name: CORIN HOLLOWAY | | Date: 06/10/2022 |

**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 |