

Risk Assessment			
Risk Assessment for the activity of	Jazzmanix Reloaded Concert		Date 19/02/2022
Unit/Faculty/Directorate	Jazzmanix	Assessor	Emma Mahon
Line Manager/Supervisor		Signed off	

PART A										
(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			Control measures (use the risk hierarchy)	Residual			Further controls (use the risk hierarchy)
			Likelihood	Impact	Score		Likelihood	Impact	Score	
Setting up sound	Possible electrocution	Committee members/ tech specialists	1	5	5	All electrical equipment is PAT tested.	1	5	5	No utilisation of equipment if it has not passed PAT testing. Safe handling of electrical equipment.
Tripping or falling off stage during concert	Individual may become hurt/injured.	Choir members	2	3	6	The choir are aware of how to behave during a concert and to be careful of wires/wires to be taped onto floor, equipment and instruments. Will remind choir to look where they are walking.	1	3	3	Not required.

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Fainting during concert	Individual may become hurt or injured.	Choir members	2	3	6	All choir members have water on stage and access to water in the venue. Will remind choir to drink a lot of water and to exit the stage if they are feeling dizzy/unwell.	1	3	3	Not required.
Setting up stage or other equipment.	Strain injuries	Tech specialists/ committee members	2	3	6	Making sure everyone is shown how to lift heavy items correctly at the beginning of/during venue set up. Heavier objects to be lifted in pairs.	1	3	3	Not required.

<p>Spread of coronavirus</p>	<p>Individuals become ill and have to isolate.</p>	<p>Choir members/ audience members</p>	<p>4</p>	<p>3</p>	<p>12</p>	<p>Not possible to completely eliminate risk of spreading the virus but can be reduced. Encourage choir members to take a lateral flow test on the day of the concert and not to come if they test positive. Encourage members to take part in good personal and hand hygiene practises. Provide hand sanitizer around the environment. Frequently clean and disinfect objects and surfaces that are touched regularly, especially equipment in-between use by different people . Following University Guidelines: Jazzmanix will follow the appropriate meeting room and local guidance as outlined by the university. Start activity with a reminder of key COVID-19 precautions and how to maintain them. Ensure participants are aware of the</p>	<p>3</p>	<p>3</p>	<p>9</p>	<p>If advised that a member has developed Covid-19 and that they were recently in contact with other members, the committee will contact SUSU Activities Team and will encourage the person to contact Public Health England to discuss the case, identify people who have been in contact with them and will take advice on any actions or precautions that should be taken (https://www.publichealth.hscni.net/).</p>
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						consequences of not complying with guidance.				

PART B - Action Plan

Risk Assessment Action Plan

University of Southampton Health & Safety Risk Assessment

Version: 2.3/2017

Part no.	Action to be taken, incl. Cost	By whom	Target date	Review date	Outcome at review date
Responsible manager's signature:				Responsible manager's signature:	
Print name:				Print name:	
Date:				Date	

Assessment Guidance

1. Eliminate	Remove the hazard wherever possible which negates the need for further controls	If this is not possible then explain why	
2. Substitute	Replace the hazard with one less hazardous	If not possible then explain why	
3. Physical controls	Examples: enclosure, fume cupboard, glove box	Likely to still require admin controls as well	
4. Admin controls	Examples: training, supervision, signage		
5. Personal protection	Examples: respirators, safety specs, gloves	Last resort as it only protects the individual	

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				

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.

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.

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

