

Risk Assessment

Risk Assessment for the activity of	Jazzmanix 24.02.2024 Reloaded Concert	Date	03/02/2024
Group name	Jazzmanix	Assessor	Manisha Mahesh Kumar
Supervisor	Manisha Mahesh Kumar, President	Signed off	SUSU Activities Team

PART A

(1) Risk identification			(2) Risk assessment				(3) Risk management			
Hazard	Potential Consequences	Who might be harmed	Inherent			Control measures (use the risk hierarchy)	Residual			Further controls (use the risk hierarchy)
		(user; those nearby; those in the vicinity; members of the public)	L i k e l i h o o d	I m p a c t	S c o r e		L i k e l i h o o d	I m p a c t	S c o r e	
Meetings & Socials										
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.

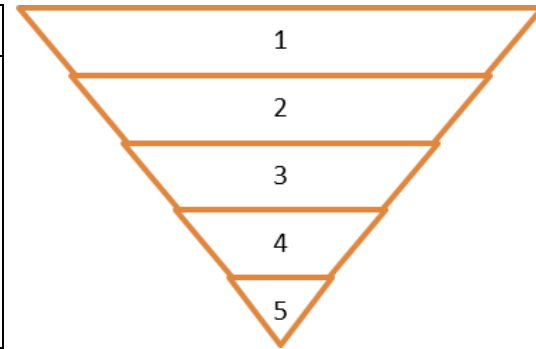
Tripping or falling off stage during concert	Individual may become hurt/injured	Choir	2	3	6	Induct the choir regarding safe ways to navigate through the area utilised for performance such that they are aware of any obstacles (such as wires), that may be present in the path.	1	3	3	<ul style="list-style-type: none"> • Seek medical attention from SUSU Reception/venue staff if in need. • Contact facilities team via SUSU reception/venue staff. • Contact emergency services if needed. • All incidents are to be reported on the as soon as possible ensuring the duty manager/health and safety officer have been informed. Follow SUSU incident report policy
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 the 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.

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	Member of committee complete manual handling training	Manisha Mahesh Kumar, President	Completed		
2	Committee to read and share SUSU Expect Respect Policy	Relevant committee members – president to ensure complete.	Completed		
Responsible committee member signature: Manisha Mahesh Kumar				Responsible committee member signature: Akira Buelens	
Print name: Manisha Mahesh Kumar			Date: 03.02.2024	Print name: Akira Buelens	
				Date: 03.02.2024	

Assessment Guidance

• Eliminate	Remove the hazard wherever possible which negates the need for further controls	If this is not possible then explain why	
• Substitute	Replace the hazard with one less hazardous	If not possible then explain why	
• Physical controls	Examples: enclosure, fume cupboard, glove box	Likely to still require admin controls as well	

• Admin controls	Examples: training, supervision, signage	
• 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				

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