|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Risk Assessment** | | | | |
| **Risk Assessment for the activity of** | **Hawks Medics Badminton** | | **Date** | **18/08/2021** |
| **Unit/Faculty/Directorate** | **SUSU [Southampton Medsoc]** | **Assessor** | **Committee Member completing review** | |
| **Line Manager/Supervisor** | ***President*** | **Signed off** | **Sport or Activities Coordinator** | |

| ***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** | | |  | **Residual** | | | **Further controls (use the risk hierarchy)** |
| **Likelihood** | **Impact** | **Score** | **Control measures (use the risk hierarchy)** | **Likelihood** | **Impact** | **Score** |
| Covid 19 | Risk of COVID-19 infection to students taking park in the training and society socials | * Clubs/Soc Members * Vulnerable groups – Elderly, Pregnant members, those with existing underlying health conditions * Anyone else who physically comes in contact with you in relation to our activities * Rates of Covid now much lower and most members of the team are now vaccinated and therefore likelihood is lower | **2** | **5** | **10** | * Providing hand sanitizer around the environment, in addition to washrooms * Frequently cleaning and disinfecting objects and surfaces that are touched regularly, especially equipment in-between use by different people * Setting clear use and cleaning guidance for toilets * Follow up to date COVID-19 guidelines. Wear masks (if necessary) * Seek medical attention as required**.** | **1** | **3** | **3** | \**Each specific sport should check the guideline of the Government and their Federation*   * Follow Guidelines. From the 25th July, indoor sports facilities reopened and guidance on return to play from Badminton England has been approved by DCMS and Public Health England. |
| Sporting Injuries | Physical injuries- bruising, twisting ankles, trips, muscle pull, shuttlecocks hit into eyes  Racket hitting on others. | All members playing the sport has the potential to be injured on or outside the court. | **2** | **3** | **6** | * Make sure first aid is reached and members of staff contacted as soon as possible if an accident occurs * Make sure that the court is not overcrowded with maximum 4 on the court (2 on both sides) * Make sure all members of the team are aware of their surroundings when swinging their rackets. | **1** | **3** | **3** | * Seek medical attention if problem arises * Liaise with SUSU reception/ |
| Inappropriate behaviour | Bullying and harassment of participants | All participants | **2** | **3** | **6** | * SUSU believes everyone should be able to enjoy their time at university and all the experiences that go along with that. SUSU has a zero-tolerance approach regarding discrimination, prejudice, hate crime, racism, sexual misconduct, and any vicitimisation through any activity, including online * Participants to be reminded to be respectful of others * Activity host to have read SUSU’s Expect Respect Policy * <https://www.susu.org/downloads/SUSU-Expect-Respect-Policy.pdf> | **1** | **3** | **3** | Activity host to remove participants from the activity if they are behaving inappropriately  Activity host to report inappropriate behaviour to SUSU’s Activities team ([activities@susu.org](mailto:activities@susu.org)) |
| Mental Health | All mental health consequences should be considered, etc depression | Anyone in the team can have potential problems with mental health and therefore everyone will be looked after | **3** | **4** | **15** | * Committee members will promote mental health & wellbeing awareness to members during the Coronavirus outbreak and will offer whatever support through training such as WIDE * Committee to share relevant support services to members i.e. Student Services, Security, Enabling Team, Advice Centre, Emergency Services * Dedicated Welfare Rep – Miles Davies will be available for supporting all members of the team | **2** | **4** | **8** | * Regular communication of mental health information and SUSU policies for those who need additional support. |
| Dehydration | Dehydration and faint | * Club/Socs Members * Vulnerable groups – Elderly, Pregnant members, those with existing underlying health conditions | **1** | **5** | **5** | Encouraging all individuals to bring their own water bottles and drinking directly from water fountains (if permitted)  **Seek medical attention if necessary** | **1** | **2** | **2** |  |
| Fire Safety | If a fire alarm is triggered, people may not know where to go-  Crushing, falls, burns and smoke inhalation arising from induced panic, reduced space in buildings and external walkways, obstructed fire exits | All members of the team | **1** | **5** | **5** | •ensure that members know where the nearest fire exist are and the meeting place is outside, should it be needed | 1 | **5** | **5** | All incidents are to be reported as soon as possible ensuring the duty manager/health and safety officer have been informed.  Call emergency services and University Security:  Emergency contact number for Campus Security:  Tel: +44 (0)23 8059 3311  (Ext:3311). |
|  |  |  |  |  |  |  |  |  |  |  |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| ***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 | Provide hand sanitiser and ensure all individuals wash hands before playing. Make sure all members of the team adhere to government guidelines regarding COVID-19 | President | 01/10/21 |  |  | |
| 2 | Make sure all members of the team are playing safe and aware of surroundings when swinging their rackets | President | 01/10/21 |  |  | |
| 3 | Committee to read and share SUSU Expect Respect Policy | President | 01/10/21 |  |  | |
| 4 | Encourage all members of the team to bring water with electrolytes | President | 01/10/21 |  |  | |
| 5 | Committee to read and know fire safety procedures | President | 01/10/21 |  |  | |
|  |  |  |  |  |  | |
|  |  |  |  |  |  | |
| Responsible manager’s signature: President | | | | Responsible manager’s signature: Vice-President | | |
| Print name: THOMAS TSUI  Date:18/08/21 | | |  | Print name: NATASHA ALDULAIMI  Date:18/08/21 | |  |

**Assessment Guidance**

|  |  |  |  |
| --- | --- | --- | --- |
| 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 |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **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. |

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.

|  |  |
| --- | --- |
| 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 |