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| **Risk Assessment** | | | | |
| **Risk Assessment for the activity of** | **Medsoc Monty Annual Risk Assessment** | | **Date** | **23/11/21** |
| **Unit/Faculty/Directorate** | **Medsoc Monty** | **Assessor** |  | |
| **Line Manager/Supervisor** | ***President Isabelle Wood*** | **Signed off** |  | |

Countersigned by Medsoc Monty Vice President:

Date: 22/11/21

Iwan Jones

| ***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** |
| Slips, trips and falls | Physical injury | Event organisers, dancers and attendees | **2** | **3** | **6** | **All equipment should be stored correctly and tidied away.**  **Floors to be clean and dry.**  **Prior to rehearsing and performing, area will be assessed for hazards**  **Report any trip hazards to the venue staff immediately.**  **If hazard cannot be removed then to mark of potential hazard causing injury with hazard signs.** | **1** | **3** | **3** | Seek medical attention when required  Contact venue staff if required  Follow the SUSU incident report policy |
| Injury while dancing | Injury to dancer’s body | Dancer (user) | **2** | **3** | **6** | **Dances will be taught safely, and routines will only be performed within the physical capability of the individual.** | **1** | **3** | **3** | If injured, then appropriate medical attention will be given. |
| Covid-19 | Catching or spreading covid 19 | Dancers and audience attendees | **5** | **1** | **5** | **Provide adequate hand washing areas.**  **Ensure attendees do a lateral flow test prior.**  **Do not allow participation if user has a positive lateral flow.** | **2** | **1** | **2** | Medsoc Monty will follow the current University guidance on COVID 19  https://www.southampton.ac.uk/coronavirus.page |
| Mental health issue of dancer performing, whether caused by pressure of Monty or personal situation | Detrimental mental health causing distress to an individual participating in Medsoc Monty | Individual | **1** | **5** | **5** | **Having a designated welfare rep who has completed the SUSU training** | **1** | **4** | **4** | Prior to show day, the welfare rep will check on individual dances.  Welfare rep will be easily assessable and publicly advertised throughout the duration of Medsoc Monty in order to provide the best support to participants |
| Due to Medsoc Monty being a social event, alcohol will be served | Intoxication from alcohol. Individual being drunk and disorderly.  Potential injury whilst under the influence | User of alcohol, those around them | **3** | **3** | **9** | **The venue of (Medsoc Monty (Engine Rooms Southampton) is providing security.**  **Trained bar staff who can limit the amount of alcohol being served to those at risk of intoxication.** | **2** | **2** | **4** | The event being age restricted at 18 + so alcohol will only be served to those of legal status. |
| Inadequate meeting space- overcrowding, not inclusive to all members | Physical injury, distress, exclusion | Event organisers and attendees | **2** | **2** | **4** | **Committee check on room pre-event to ensure there is adequate space and access** | **1** | **2** | **2** | Seek medical attention when problems arise.  Postpone rehearsals when space cannot be found.  Show venue booked has a capacity of 900 with an average of 300 attendees to avoid overcrowding issue. |
| Accidental exposure of genitals of dancer | Physical distress to the dancer, potential distress to audience members | Individual who has accidental exposure, audience | **2** | **5** | **10** | **Dancers are told not to expose genitals.**  **Dancers not permitted to walk around venue in underwear.**  **Use of coverages for intimate areas (eg nipple covers)** | **1** | **5** | **5** | Medsoc Monty is a strip dance show so dancers will be briefed before-hand that accidental slippages through clothing is a potential risk |
| Photo being taken of a dancers genitals | Physical distress to the dancer, potential distress to audience members | Individual who has photo taken of their genitals | **2** | **5** | **10** | **See above to see measures taken in place to reduce risk of accidental genital exposure** | **1** | **5** | **5** | **Audience told not to take photos or videos. This is to be included in event page on Facebook as well as posters around side of venue to discourage photography.**  **Any photos taken on Medsoc professional camera with genital exposure will be deleted immediately** |
| Groping of dancer | Distress to dancer | Dancer | **1** | **5** | **5** | **Venue will be providing security who will monitor crowd for potential assaults.**  **Tickets sold directly to Medsoc society where audience and dancers know each other and as such will have respect towards dancers. Highly unlikely that disrespectful members of community will be able to access venue.** | **1** | **5** | **5** | Referral to emergency services if assault of any kind happens.  Designated welfare rep to provide support.  enabling and student hub team contacting if case of indicent |
| Member of the audience touching a dancer | Emotional distress to dancer | Dancer | **1** | **4** | **4** | **Audience has to stand at least 1m from stage (barrier up to prevent audience going close)**  **Dancers not to walk around venue in underwear** | **1** | **4** | **4** | Welfare rep to provide support if dancer feels they have been touched inappropriately by audience  Enabling and student hub team contacting available if case of incident |
| Dancer not approving of a photo that is taken of them by Medsoc Monty for their social media | Emotional distress to dancer | Dancer/ person in photo | **3** | **2** | **6** | **Photos taken on the Medsoc camera will first be viewed by committee and any photos with indecent exposure will be deleted from camera.**  **Then, remaining photos will be uploaded to the Monty google drive and photos from each dance group will be sent to the specific group so dancers can approve their photos.**  **Then, photos will be uploaded from the show onto Facebook once photos have been approved.** | **1** | **2** | **2** | Dancers must sign a consent form prior to being allowed to perform or have promo photos taken.  Contract states that photos taken can be uploaded onto Facebook and Instagram, however, they must be approved by individual before hand.  Audience not allowed to take photos of dancers |
| Dancer seen getting changed | Emotional distress to dancer | Dancer, audience member | **3** | **2** | **6** | **A private changing room upstairs at venue (engine rooms staff room) which is only to be accessed by dancers** | **1** | **2** | **2** | Dancers will be told to use backstage to put on clothes after performing before being allowed to walk back to upstairs changing room |

Monty Consent form which all dancers must sign in January 2021

Will be available as a google form and stored on Medsoc Monty google drive

1. I understand that I can withdraw from Medsoc Monty at any time if I begin to feel uncomfortable and can do this verbally
2. I am comfortable to have nude/ semi-nude photos taken of me during the show and promotion photos during rehearsals
3. I understand that the photos taken will be used for Medsoc Monty and be published on their Facebook and Instagram
4. I understand that the photos published must be approved by myself before they are published
5. I understand that extended measures will be taken to ensure no unwanted body parts will make it onto the final photos
6. I understand if a photo is taken by Medsoc Monty which I do not approve of, it will be deleted immediately from the camera and/or the Monty photo drive
7. I understand that Medsoc Monty do not accept full nudeness as part of their show and will try to avoid this as a participant
8. I have read and understood the terms and conditions and am happy to proceed (type name)

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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: | | | | Date: | Print name: | | Date |

**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 |