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| **Risk Assessment** | | | | |
| **Risk Assessment for the activity of** | **StreetDoctors teaching sessions and team meetings** | | **Date** | **30/08/21** |
| **Unit/Faculty/Directorate** |  | **Assessor** | **Sukhdev Sraw** | |
| **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** |
| Fire alarm | People falling over and injuring themselves attempting to leave | Team members, young people participating in teaching sessions, general members of the public | **2** | **3** | **6** | **Train committee in fire alarm response, be aware of nearest fire exit at each venue** | **1** | **1** | **2** | At the start of each session/meeting make all present members aware of fire protocol. |
| Lifting objects | Physical injury from the weight of carrying objects | Team members | **1** | **3** | **3** | **Ensure lifting of objects is kept to a minimum and shared where necessary** | **1** | **2** | **2** |  |
| COVID-19 | Spreading of the virus amongst individuals | Team members, others attending teaching sessions E.G. Teachers, young people | **4** | **4** | **16** | **Social distancing from young people when attending teaching sessions, alongside the wearing of face masks. Ensuring ventillation of rooms via open doors and windows.** |  |  |  | Switching to online teaching sessions if COVID restrictions are reimposed. Adherence to SUSU guidelines with relation to COVID-19. |
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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** | |
| 1 | President to go through with committee members appropriate action in response to fire alarm, then disseminate to all team members | Sukhdev Sraw | 01/10/21 | 04/10/21 |  | |
| 2 | Ensure that adequate COVID-19 safety measures as detailed above are being adhered to. | Sukhdev Sraw | 01/12/21 | 06/12/21 |  | |
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| Responsible manager’s signature: | | | | Responsible manager’s signature: | | |
| Print name: SUKHDEV SRAW | | | Date: 30/08/21 | Print name: Felon Mahrous | | Date:31/08/21 |

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| Responsible Manager’s signature:  Print name: Lina Askar Date: 1/09/21 |

**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 |