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| **Risk Assessment** | | | | |
| **Risk Assessment for the activity of** | *STEM Netball* Generic Risk Assessment | | **Date** | 18.09.2023 |
| **Unit/Faculty/Directorate** | SUSU *IM* | **Assessor** | *Hannah Brady* | |
| **President/Captain Name/2nd Committee Member** | *Hannah Brady* | **Signed off (SUSU Staff)** |  | |
| **Club or Team Information** | * *We are the STEM netball team from the university’s intramural league* * *Anyone of any ability is able to join the team as there are no trials, however currently we consist of all females* * *There are nine current committee members (President, Captain, Vice-Captain, Welfare Sec, Treasurer, Kit Sec Tour Sec, and 2 Social Secs) that are all committed to ensuring the team is a safe environment for all* * *We follow the guidelines outlined by the SUSU Activities team in the ‘2023/24 IM Rules’ document given out at the start of the year as well as the specific guidelines for netball teams* * *We run socials – both drinking and non-drinking based – throughout the year* * *Matches against other IM teams are played on Sundays until the Easter holidays* | | | |

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| ***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** |  |
| **Activity** | | | | | | | | | | |
| Slips, trips, and falls | Physical injury | All participants | **4** | **3** | **12** | * Do not play in wet weather as courts become extra slippery * Ensure proper footwear | **1** | **3** | **3** | * Know where appropriate medical help is * Contact emergency services if necessary * Take required rest if injured |
| Contact | Physical injury, scrapes and cuts | All participants | **2** | **4** | **8** | * Ensure distance between players * Talk with other team and umpires before games to ensure no contact is made | **1** | **4** | **4** | * Find appropriate medical assistance * Take required rest if injured |
| Overexertion | Physical injury, exhaustion, dehydration | All participants | **2** | **4** | **8** | * Ensure hydration throughout trainings and matches * Rest during trainings and in between quarters, subbing players if required | **1** | **4** | **4** | * Seek medical assistance * Have available water for hydration * Allow time for rest |
| Jewellery and attire | Injury from earrings or necklaces, injury from improper shoes | All participants | **2** | **3** | **6** | * Ensure all team members are wearing appropriate shoes for the ground surface * Tape jewellery if necessary | **1** | **3** | **3** | * Seek medical assistance * Take required rest if muscle injury done |
| Weather | Risk of sunburn, dehydration in the heat/sun.  Risk of hypothermia, illness in the cold/rain. | All participants | **3** | **3** | **9** | * Regular drink breaks with hydration spaces available * Everyone advised to bring own water * Provide shaded areas when possible * Encourage wearing layers when training or playing outdoors | **1** | **3** | **3** | * Call off trainings or matches if weather is too severe * Seek medical assistance if hypothermia sets in * Apply sun cream/ after sun on sunburn and remain in shaded areas |
| Ground surfaces – uneven, slippery | Slips, falls and trips, physical injury | All participants | **1** | **3** | **3** | * Check for hazards before session begins * Wear suitable footwear for playing on slippery surfaces | **1** | **3** | **3** | * Seek medical assistance if injury is bad * Take required rest if muscle is injured |
| COVID Guidelines | Illness | All participants and spectators | **2** | **3** | **6** | * Adhere to latest COVID rules * Encourage people to stay home and/or test if they feel unwell | **1** | **3** | **3** | * Make sure members stay home and rest, following current isolations rules |

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| **Socials** | | | | | | | | | | |
| Intoxication | Physical injury, over intoxication | Social attendees | 4 | 3 | 12 | * Ensure everyone is prepared for drinking activities, i.e. eating beforehand, staying hydrated * All members are responsible for their own actions when intoxicated, however they’ll be supported if deemed unfit to care for themselves | 2 | 3 | 6 | * Ensure a sober member of the committee takes charge if the situation derails * Seek appropriate medical assistance * Contact emergency services if necessary |
| Emergencies | Spiking, assault – mental health injury | Attendees | 2 | 5 | 10 | * Ensure a member of the committee remains sober during socials * Discuss potential issues with team before leaving for the socials and educate team how to respond * Ensure all members are always with someone | 1 | 5 | 5 | * Seek medical assistance * Contact emergency services * Keep victim hydrated and alert * Do not leave person alone |
| Allergies | Anaphylactic shock, allergic reaction, illness | Attendees | 2 | 5 | 10 | * Arrange ahead of time with any restaurants/bars offering food of allergies within the team * Recommend people bring along any medication necessary for an allergic reaction | 1 | 5 | 5 | * Call emergency services * Apply epi-pen for anaphylactic shock * Seek immediate medical assistance |
| Costumes/Fancy Dress | Props/costumes causing injury or offence | Participants  Members of the public | 2 | 2 | 4 | * Only hold easy to accommodate themed socials, nothing that can come with potential risk of offense * Discuss with members beforehand about what is appropriate | 1 | 2 | 2 | * SUSU [Expect Respect policy](https://www.susu.org/downloads/SUSU-Expect-Respect-Policy.pdf) to be followed * Take member aside and ask for them to reconsider costume |
| Travel to/from social | Vehicle collision -causing serious injury | Attendees, members of the public | 2 | 4 | 8 | * Use designated crossings when travelling, especially under the influence * Venues should be known by members or located beforehand * Know the number for the SUSU safety bus if required * Have committee members “buddies” for those unfamiliar with Southampton area | 2 | 2 | 4 | * Call emergency services if hit by a vehicle * Call for taxis/ public transport when necessary |

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| **Fundraising Events & Cash Handling -** *For own society or Charity* | | | | | | | | | | |
| Handling & Storing Money- Own Society fundraising | Theft  Individuals being mugged/robbed  Loss/ misplacement leading to financial loss | Members, Participants,  Members of the public | 3 | 4 | 12 | * Cash to be deposited asap after each event into society bank account or money hub * Nominated person will be tasked with storing cash * Money to be kept in lockable box * Avoid giving cash to committee member if they will be travelling by foot alone * Where possible offer option to pre-buy tickets to avoid cash purchases * Money to not be left unattended * Collectors will prioritise own safety | 2 | 3 | 6 | * Highlight the incident to any community police officers in the area/report to 111 * Report incident to SUSU duty manager |
| Handling & Storing Money- Charity fundraiser | Theft  Individuals being mugged/robbed  Loss/ misplacement leading to financial loss | Members, Participants, Charity | 3 | 4 | 12 | * Southampton RAG procedures will be followed * Charity Event form completed, and RAG approval will be given * Sealed collection buckets with charity banner to be requested * Agree time for return of funds and buckets to activities team who will deposit funds and make payment to the charity | 2 | 3 | 6 | * Highlight the incident to any community police officers in the area/report to 111 * Report to SUSU Duty manager and [Complete a SUSU incident report](https://www.susu.org/groups/admin/howto/protectionaccident) |

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| **Awareness/Promotional Stand e.g. Bunfight**  \*excluding items covered above | | | | | | | | | | |
| Overcrowding at Stall | Reduced space in walkways and entrances.  Risk of Students panicking because of tight spaces / confinement. Crushing against fixed structures from pushing and shoving. Aggressive behaviour. | Members, visitors | 2 | 3 | 6 | * A maximum of 3 representatives to be at the stall at any one time * Ensure all items are stored under tables and monitor area in front of stall to ensure this is clear * Ensure that organisers /volunteers do not block walkways when engaging with attendees | 1 | 3 | 3 | * Seek medical attention if problem arises * Seek support from facilities staff |
| Falling Objects e.g. banners | Injury  Bruising  Damage to equipment | Members, visitors | 2 | 3 | 6 | * Tables to be safely secured by staff where possible * Ensure all objects are stored or secured appropriately | 1 | 2 | 2 | Seek medical attention if problem arises  Seek support from facilities staff |

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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 | Individual risk assessments for individual events with higher risk levels and anything not covered by generic assessment. This includes:   * Trips and Tours * Fundraising events e.g. Bake Sales * External Speaker Events | Relevant committee members – president to ensure complete. | *Nothing is planned* | | Review will be undertaken should an event be planned. |  | |
| Responsible manager’s signature: *HBrady* | | | | | Responsible manager’s signature: HBrady | | |
| Print name: *Hannah Brady* | | | | Date: 18.09.23 | Print name: *Hannah Brady* | | Date: 18.09.23 |

**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 |