Risk Assessment									
Risk Assessment for the activity of	Brunch		Date	14/09/2023					
Club or Society	University of Southampton Empower Society	Assessor	Sophie Ghods	- Co-President					
President of Students' Union staff member	Alex Dowell - President	Signed off							

# University of Southampton Health & Safety Risk Assessment

Version: 2.3/2017

PART A										
(1) Risk ident	ification		(2)	Risk	ass	sessment	(3)	Risł	( ma	inagement
Hazard	Potential Consequences	Who might be harmed (user; those nearby; those in the vicinity; members of the public)	Inh	eren	it			sidu		Further controls (use the risk hierarchy)
			L i k e l i h o d	l m a c t	S C O r e	Control measures (use the risk hierarchy)	L i k e l i h o d	l m a c t	S C P e	
Venue suitability	Safety being compromised	Those attending the social	1	2	2	Ensure that the venue holds a valid license and that someone from the committee has attended before so that its suitability can be validated	1	1	2	Check reviews
Slips and trips	Injuries ranging from cuts and bruises, to sprains	Those attending the social, members of the public and venue workers	1	2	2	Make sure everyone is always aware of their surroundings and that	1	2	2	First aid essentials such as plasters will be available within the cafe

PARTA										
(1) Risk iden	tification		(2)	Risk	ass	sessment	(3)	Ris	( ma	inagement
Hazard	Potential Consequences	Who might be harmed (user; those nearby; those in the vicinity; members of the public)	Inh	eren	It			sidu		Further controls (use the risk hierarchy)
			L i k e l i h o d	l m a c t	S c r e	Control measures (use the risk hierarchy)	L i k e l i h o d	l m a c t	S C P e	
Choking	Blocking of airways	The individual	1	3	3	Ensure food is being eaten whilst being sat and that appropriate behaviour is maintained	1	2	2	Call emergency services if required
Fire in the area	Burns, smoke inhalation, etc.	Everyone taking part in the activity and instructors(s).	1	3	3	Ensure participants are aware of fire exit routes. Keep fire exits clear of equipment or personal belongings etc.	1	1	1	Keep record of the participants present in each session. Ensure the right fire safety equipment, such as fire extinguishers, are in good working condition

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Hazard	Potential Consequences	Who might be harmed (user; those nearby; those in the vicinity; members of the public)	Inh	eren	It		Res	sidua	al	Further controls (use the risk hierarchy)
			L i k e l i h o d	l m p a c t	S c o r e	Control measures (use the risk hierarchy)	L i k e l i h o d	l m a c t	S C r e	
Food allergies and intolerances	Allergic reactions which could range from swellings and rashes, to the closure of airways dependant upon the severity	Those attending the social	2	3	6	Ensure that everyone makes the cafe aware of any allergies they may have and that they are double checking their order for any ingredients that they aren't able to have	1	2	2	Re-iterating the need for awareness of any allergies upon meeting at the cafe Call emergency services if required

### PART B - Action Plan

# **Risk Assessment Action Plan**

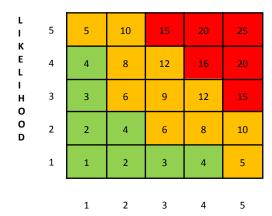
Par t	Action to be taken, incl. Cost	By whom	Target date	Revie w	Outcome at review date
no.				date	
	Arrange for a committee member to be present to ensure safety of participants	Presidents	ТВС		
Respo	onsible committee member signature: Soph	nie Ghods		Respons	ible committee member signature:
Print	name: Sophie Ghods		Date: 14/09/202 3		

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### **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
2. Substitute	Replace the hazard with one less hazardous	If not possible then explain why	2
3. Physical controls	Examples: enclosure, fume cupboard, glove box	Likely to still require admin controls as well	3
4. Admin controls	Examples: training, supervision, signage		5
5. Personal protection	Examples: respirators, safety specs, gloves	Last resort as it only protects the individual	▼



IMPACT

#### Risk process

- \* Identify the impact and likelihood using the tables above.
- Identify the risk rating by multiplying the Impact by the likelihood using the coloured matrix.
- If the risk is amber or red identify control measures to reduce the risk to as low as is reasonably practicable.
- If the residual risk is green, additional controls are not necessary.
- 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.
- If the residual risk is red <u>do not continue with the activity</u> until additional controls have been implemented and the risk is reduced.
- Control measures should follow the risk hierarchy, where appropriate as per the pyramid above.
- 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.

Impa	act		Health & Safety						
1	Trivia	l - nificant	Very minor injuries e.g. slight bruising						
Likeli	Minor		injuries or iliness e.g. small cut or abrasion which require basic first aid treatment even in						
1		Rare e.g. 1	iself a contrated and higher						
23	Mode	ratelikely e	glnjhrigs,000 illness of ggistrain or						
3		Possible e	g, 1 in 10,000 chance of Mighel sprain requiring first aid or medical g, 1 in 1000 chance or higher						
44	Major	Likely e.g.	ୀା୩jtଡ଼ାକ୍ରୋଡ଼ାଙ୍କାଡ଼ାହାହ broken bone						
5		Very Likel	eequiring made al signa ort >24						
			hours and time off work >4 weeks.						
5	Sever extrei signif	nely	Fatality or multiple serious injuries or illness requiring hospital admission or significant time off work.						