

Risk Assessment

Risk Assessment for the activity of	Bunfight	Date	16/09/23
Club or Society	University of Southampton Empower Society	Assessor	Megan Owens – Welfare Officer
President of Students’ Union staff member	Alex Dowell and Sophie Ghods – Co-presidents	Signed off	

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			Control measures (use the risk hierarchy)	Residual			Further controls (use the risk hierarchy)
			L i k e l i h o o d	I m p a c t	S c o r e		L i k e l i h o o d	I m p a c t	S c o r e	
Overcrowding around the stall	Various injuries	Anyone present	2	3	6	The event is managed and students are let in for slots. Committee to monitor the amount of people around stall and act if it becomes overcrowded.	1	2	2	Keep a flow of people and intervene if necessary

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			L i k e l i h o o d	I m p a c t	S c o r e		L i k e l i h o o d	I m p a c t	S c o r e	
Fire in the training facility / surrounding area	Burns, smoke inhalation, etc.	Everyone partaking in the activity and the instructor(s)	1	3	3	Ensure all participants are aware of fire exit routes. Keep fire exits clear of equipment or personal belongings etc.	1	1	1	Ensure the correct fire safety equipment are present in the facility and in working condition.
Slip/trips	Injuries ranging from cuts and bruises, to sprains	Anyone present	2	2	2	Ensure everyone is aware of their surroundings and any trip hazards are cleared and sign posted if necessary.	1	2	2	Ensure committee knows the location of the first aiders.

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
	Always having a committee member present to ensure safety	Presidents	TBC		
Responsible manager's signature: Megan Owens				Responsible manager's signature:	
Print name: Megan Owens			Date: 16/09/23	Print name: _____ Date _____	

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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	
2. Substitute	Replace the hazard with one less hazardous	If not possible then explain why	
3. Physical controls	Examples: enclosure, fume cupboard, glove box	Likely to still require admin controls as well	
4. Admin controls	Examples: training, supervision, signage		
5. 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					

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 **do not continue with the activity** 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.

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. sprain or strain 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.

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