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| **Risk Assessment** | | | | |
| **Risk Assessment for the activity of** | **Desi Horror House: Fusion Nights x Asian Society on 24/10/24**  **Location: Orange Rooms Southampton** | | **Date** | **24/10/24** |
| **Unit/Faculty/Directorate/Club or Society** | Asian Cultural Society | **Assessor** | Pooja Parvathikar | |
| **Line Manager/Supervisor/President** | *Sarita Kaur Chitolie* | **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** |
| Road traffic accident/ Walking between places while intoxicated | Vehicles collision -causing serious injury | Event organisers, event attendees, Members of the public. | **4** | **3** | **12** | * People also briefed about the journeys before the event. venue will be shared via social media. * Well known venues to UoS students chosen. * Be considerate of other pedestrians & road users, keep disturbance & noise down. * Avoid behaviour likely to provoke a disturbance or fights. | **2** | **2** | **4** | * Venues chosen local and well known to students. * All incidents are to be reported on the as soon as possible. |
| Alcohol poisoning | Guests may consume too much alcohol during this event.  Medical attention may be required. | All guests | **3** | **3** | **9** | * Bouncers should watch for excessive drinking and watch people who are believed to have consumed a lot of alcohol. * Limit the amount of alcohol for guests who have evidently had too much to drink. | **2** | **3** | **6** | * Ensure bar staff are aware not to serve alcohol to attendee again. * If medical attention is required, make sure first aider on the premises is informed. * In case of emergency, the venue can contact Sarita Kaur Chitolie (President) or Muaz Gull (Vice President). |
| Violent or offensive behaviour | Guests may become violent or offensive due to the consumption of too much alcohol.  Causing discomfort to members of the public. | Event organisers, event attendees,  Members of the public. | **2** | **4** | **8** | * Bouncers will be present at both inside and outside the venue. * Alcohol will not be served to customers who have drunk to excess. | **1** | **3** | **5** | * If the situation becomes very serious the necessary emergency services will be contacted immediately. * Also executives members Sarita Kaur Chitolie (President) and Muaz Gull (Vice President) will be contacted immediately. |
| Slip Trips | Consumption of too much alcohol may result in participants falling and subsequently injuring themselves.  Causing a leg or other body injury. | Staff and guests | **2** | **3** | **6** | * Make sure venue is in good condition with no major trip hazards. * DJ’s or bands equipment placed so as not to form a trip hazard. * Make sure floors are clear and any decorations will be placed correctly. | **3** | **1** | **3** | * If necessary, emergency services will be called * Constantly assure the floor paths are clear. * In case of emergency, the venue can contact Sarita Kaur Chitolie (President) or Muaz Gull (Vice President). |
| Costumes | Costumes causing injury or offence. | Guests, Staff, Members of the public | **2** | **2** | **4** | * Any participant wearing items deemed offensive asked to remove these. * Advise guests on an acceptable dress code. | **1** | **2** | **2** | * Committee training on acceptable dress code for event. |
| Personal Injury or personal illness. | If fatal, medical attention is required. | Individuals attending the event | **1** | **5** | **5** | * Make sure committee is aware beforehand of emergency measures. | **1** | **5** | **5** | * Ensure there is first aid available at the venue. * In case of emergency, the venue can contact Sarita Kaur Chitolie (President) or Muaz Gull (Vice President). |
| Strobe Lighting | Epilepsy Risk | Guests, Staff and all other attendees. | **2** | **4** | **8** | * Provide sufficient warnings throughout the event when strobe lighting is being used. | **2** | **3** | **6** |  |

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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** | |
|  | Route planned and shared in advance with attendees | President: Sarita Kaur Chitolie  Vice President: Muaz Gull | 09/10/2024 | |  |  | |
|  | Create a single file for people waiting outside the venue. | President: Sarita Kaur Chitolie  Vice President: Muaz Gull  Fusion Nights Company | 24/10/2024 | |  |  | |
|  | All major incidents will be logged with SUSU the next day. | President: Sarita Kaur Chitolie  Vice President: Muaz Gull | 25/10/2024 | |  |  | |
|  | Create a booking platform to ticket events. | Marketing  Fusion Nights Company | 09/10/2024 | |  |  | |
|  |  |  |  | |  |  | |
| Responsible manager’s signature: | | | | | Responsible manager’s signature: | | |
| Print name: Pooja Parvathikar | | | | Date:  11/10/23 | Print name: Sarita Kaur Chitolie | | Date:  11/10/23 |

**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 |