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| **Risk Assessment** |
| **Risk Assessment for the activity of** | **SUVC Casino Night Social** **A casino-style formal social** **The Bridge (42) 7pm-11:30pm** **80 participants**  | **Date** | 13/03/25 |
| **Unit/Faculty/Directorate/Club or Society**  | Southampton University Volleyball Club | **Assessor** | Julia Golosz |
| **Line Manager/Supervisor/President**  | *Isaac Hutchful* | **Signed off** |  |
| **Description of activity/event** | *A casino social where participants will receive a set amount of casino chips in order to play and place fake bets on different casino games, such as poker and blackjack. The casino chips have no real value as players do not need to exchange money for the chips and everyone begins the night with the same amount of chips. The night will end with players possessing the most casino chips playing on the “high-roller” table where the final game with commence. Photography will take place throughout the night and alcoholic drinks would be served.*  |

| ***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** |
| Alcohol poisoning  | Participants may consume too much alcohol during this event. This could result in a loss of consciousness or self- control | Event organisers, event attendees,  | **2** | **4** | **8** | * Supervision, the event will be run by the society committee. Ideally, they will not drink to excess during the event
* Welfare officer should watch for excessive drinking and watch people who are believed to have consumed a lot of alcohol.
* **Games involving binge drinking or the consumption of excessive amounts of alcohol are not to be undertaken.- Society to follow Code of conduct/**[**Expect Respect policy**](https://www.susu.org/downloads/SUSU-Expect-Respect-Policy.pdf)
 | **2** | **3** | **6** | * Members are responsible for their individual safety though and are expected to act sensibly when walking around. For anyone who is too inebriated it will be suggested to them that they should return home rather than continue the social. Taxis will be called if required (look at SUSU safety Bus, Radio Taxis options)
* If they need to go to the hospital they will also be accompanied there.
* Participants advised to avoid leaving drinks unattended and if you think anything has been added to a drink; report it; try and retain the drink for testing.
* All incidents are to be reported on the as soon as possible ensuring the duty manager/health and safety officer have been informed.
* Follow [SUSU incident report policy](https://www.susu.org/groups/admin/howto/protectionaccident)

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| Violent or offensive behaviour  | Participants may become violent or offensive due to the consumption of too much alcohol.  | Event organisers, event attendees, | **2** | **4** | **8** | * Bar Security staff will need to be alerted and emergency services called as required.
* The consumption of alcohol will take place at licensed premises. The conditions on the license will be adhered to and alcohol will not be served to customers who have drunk to excess
* Society to follow and share with members Code of conduct/SUSU [Expect Respect policy](https://www.susu.org/downloads/SUSU-Expect-Respect-Policy.pdf)
 | **1** | **3** | **5** | * If the situation becomes very serious and results in the participant being arrested then it will be made clear that they cannot be accompanied to the police station.
* Follow [SUSU incident report policy](https://www.susu.org/groups/admin/howto/protectionaccident)
* Call emergency services as required
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| Falls/ slips  | Consumption of too much alcohol may result in participants falling and subsequently injuring themselves. | Event organisers, event attendees,  | **3** | **2** | **6** | * Committee to check that chosen venue meets the following requirements:
* Venue is in good condition with no major trip hazards.
* Bar staff monitor the condition of the floors & mop up split drinks.
* Security staff & Bar Staff provide first aid cover.
 | **2** | **2** | **4** | * If necessary, emergency services will be called
* Request first aid at venue
* Follow [SUSU incident report policy](https://www.susu.org/groups/admin/howto/protectionaccident)
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| Gambling harm | Participants may be at risk of pressure to gamble real money or develop unhealthy behaviours  | Event organisers, event attendees | **3** | **2** | **6** | * Committee to ensure that participants are aware that the social and gambling aspect is only for entertainment purposes.
	+ Disclaimers will be posted on event announcements and participants will be reminded during the event
	+ Fake chips will be used, and no monetary transactions will be permitted throughout the night for the games.
* Games involving real gambling will not be permitted and participants attempting to participate in this will be removed.
 | **3** | **1** | **3** | * Follow [SUSU incident report policy](https://www.susu.org/groups/admin/howto/protectionaccident)
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| Overcrowding and capacity issues | There is a risk of exceeding venue capacity, leading to safety hazards such as falling or injury.  | Event organisers, event attendees. | **3** | **3** | **9** | * Committee will ensure that guest numbers are monitored throughout the night.
* Capacity will be set before the event so it will be capped at a safe number
	+ Only the permitted number of tickets will be sold to keep the participant number at a safe level
* Tickets will be checked on entry to ensure that the safe limit is not exceeded
 | **2** | **2** | **4** | * Participants who attempt to join the event without a ticket will be asked to leave and safely removed.
* [SUSU incident report policy](https://www.susu.org/groups/admin/howto/protectionaccident)
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| Fire risks | Lighting or technical equipment may malfunction, causing potential fire hazards.  | Event organisers, event attendees | **3** | **4** | **12** | * Ensure fire exits are clear of obstacles.
* Remove flammable objects from areas that are high risk for fire hazards.
* Make all attendees aware of available fire exits in case of emergency
* Provide fire extinguishers/ make sure they are on sight
* Conduct a pre-event fire safety check.
* Communicate with the location to find their evacuation point in case of emergency, make attendees aware of this.
 | **2** | **3** | **6** | * <https://www.susu.org/groups/admin/howto/protectionaccident>Committee members will be made aware of all fire safety procedures and the evacuation points so they are fully equipped for emergency.
* [SUSU incident report policy](https://www.susu.org/groups/admin/howto/protectionaccident)
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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 | Organizers to ensure they have shared and read Expect respect policy with members | Committee in charge | 03/03 |  | All committee members would be fully aware of the policy.  |
| 2 | Organizers to confirm each premise is licensed | Julia Golosz | 03/03 |  | The chosen location will be approved/unapproved by committee based on outcome. If the premise is licensed the event will proceed in the location stated.  |
| 3 | All major incidents will be logged with SUSU the next day.  | Harry Tyndale | 14/03 |  | All accidents would be reviewed and submitted to SUSU.  |
| 4 | WIDE training completed by committee  | Committee in charge | 10/03 |  | All committee will be aware of what is necessary during the social including how to respond to any major accidents or injuries.  |
| Responsible committee member signature:  | Responsible manager’s signature:  |
| Print name: Julia Golosz Harry Tyndale  | D Date: 25 / /02/25 | Print name: Isaac Hutchful | Date 25/02/25 |

**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 |