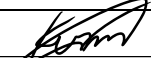


Risk Assessment

Risk Assessment for the activity of	Physoc Pub Quiz 21/11/2024 at the Bridge (pending RA approval). Members of Physoc will be participating in a Pub Quiz from 7:00pm-11:00pm (pending RA approval)	Date	07/10/2024
		Assessor	Samuel Fuller
President	<i>Kabir Mahtani-Selvaraj</i>	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)
			Likelihood	Impact	Score		Likelihood	Impact	Score	

<p>Spiked drinks/ Alcohol poisoning</p>	<p>Participants may consume too much alcohol during this event or be spiked. This could result in a loss of consciousness or self-control</p>	<p>Event organisers, event attendees,</p>	<p>2</p>	<p>5</p>	<p>10</p>	<ul style="list-style-type: none"> • Supervision, the event will be run by the society committee These attend each venue. Ideally, they will not drink to excess during the event • Bouncers/trained staff in Pubs should watch for excessive drinking and watch people who are believed to have consumed a lot of alcohol. Report any suspicious behaviour to staff. • Participants encouraged to stay with a nominated 'buddy' where possible. • The organizers have confirmed the premise is licensed. Action organizers (b). • 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. Action licensee. • <u>Games involving binge drinking or the consumption of excessive amounts of alcohol are</u> 	<p>2</p>	<p>3</p>	<p>6</p>	<ul style="list-style-type: none"> • 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 on 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
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			Likelihood	Impact	Score		Likelihood	Impact	Score	
						<p><u>not to be undertaken. Members and friends of the society are to be reminded they are representing Physoc and any behavioural intentional or otherwise that could bring Physoc into disrepute will not be tolerated.</u></p>				<p>safety officer have been informed.</p> <ul style="list-style-type: none"> • All incidents are to also be reported to the president or vice-president. • Follow SUSU incident report policy

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			Likelihood	Impact	Score		Likelihood	Impact	Score	
Participants getting lost or leaving without any one being aware	During the event participants may decide they want to leave, or they may get lost on the way	Event organisers, event attendees,	3	3	9	<ul style="list-style-type: none"> If a person leaves without warning all efforts will be done to locate them. Stress however that attendees are responsible for their individual safety. Supervision, the event will be run by the society committee or appointed persons These attend each venue. Ideally, they will not drink to excess during the event. 	2	2	4	<ul style="list-style-type: none"> Follow SUSU incident report policy Call emergency services as required

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			Likelihood	Impact	Score		Likelihood	Impact	Score	
Falls/ slips	Consumption of too much alcohol may result in participants falling and subsequently injuring themselves.	Event organisers, event attendees,	3	2	6	<ul style="list-style-type: none"> Committee to check that chosen venues meet the following requirements: <ul style="list-style-type: none"> 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. DJ's or bands equipment placed so as not to form a trip hazard. Power supply leads taped down. 	3	1	3	<ul style="list-style-type: none"> If necessary, emergency services will be called Request first aid at venue Follow SUSU incident report policy

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			Likelihood	Impact	Score		Likelihood	Impact	Score	
Allergies	Allergic reactions to food and drink when out	Event organisers, event attendees,	3	5	15	<ul style="list-style-type: none"> Attendees responsible for own welfare I such instances- follow guidelines of venues First aid requested from bar staff as required 	1	5	5	<ul style="list-style-type: none"> Call Emergency Services/alert bar staff
Electrical Equipment	Electric shock, injury, eye strain	Event organisers and attendees	2	3	6	Ensure no liquids are placed near electrical equipment Ensure cable leads are tidied and secured	1	3	3	Seek medical attention if needed. Report incident as soon as possible.
Setting up of equipment e.g. Table and chairs	Bruising or broken bones	Event organisers and attendees	2	3	6	Work in teams when handling large and bulky items. People should not be unnecessarily pressured to lift heavy objects	1	3	3	Seek medical attention if needed. Report incident as soon as possible.

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			Likelihood	Impact	Score		Likelihood	Impact	Score	
Insufficient Fire Safety awareness	If a fire alarm is triggered, people may not know where to go- Crushing, falls, burns and smoke inhalation arising from induced panic, reduced space in buildings and external walkways, obstructed fire exits, build-up of flammable materials i.e. waste cardboard/boxes.	Event Organisers, attendees	2	10	5	Ensure that members know where the nearest fire exist are and the meeting place is outside, should it be needed Build-up of rubbish is to be kept to a minimum. Excess build up is to be removed promptly and deposited in the designated areas.	1	5	5	All incidents are to be reported as soon as possible ensuring the duty manager/health and safety officer have been informed. Call emergency services and University Security: Emergency contact number for Campus Security: Tel: +44 (0)23 8059 3311 (Ext:3311).

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			Likelihood	Impact	Score		Likelihood	Impact	Score	
Alcohol Consumption	Participants may become at risk as a result of alcohol consumption. Members of the public may act violently towards participants.	Event Organisers, attendees	2	5	10	Participants are responsible for their individual safety and are expected to act sensibly. The committee members reserve the right to ask members of the society to leave a social if they are acting in a manner that could bring Physoc into disrepute. Committee to inform bars/clubs/SUSU in advance to inform them of the event.	1	3	5	5 Follow SUSU incident report policy. Call emergency services as required.


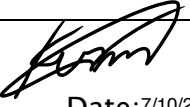
PART B - Action Plan

Risk Assessment Action Plan

Part no.	Action to be taken, incl. Cost	By whom	Target date	Review date	Outcome at review date
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University of Southampton Physics Society Risk Assessment

Version: 1.0/2024

	Organizers to ensure they have shared and read Expect respect policy with members	Kabir	01/11/24	03/11/24	
	All major incidents will be logged with SUSU and or relevant body within one week.	Kabir	Ongoing	Ongoing	This will only be reviewed once an incident has occurred
	Implementation of the risk assessment. This will include having the committee read and understand it.	Sam	01/11/24	03/11/24	
Assessors Signature: 			Responsible manager's signature: 		
Print name: Samuel Fuller			Date: 07/10/2024	Print name: Kabir Mahtani-Selvaraj	
				Date: 7/10/2024 07/10/2024	

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	

	5	10	15	20	25
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

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.

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.

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

