

Risk Assessment

Risk Assessment for the activity of	The Cube Zumba Class - 'Bring a Boy' For Movember Charity Class Instructors: Anna Dockery - Zumba B1 level training		Date	26/10/2023
Unit/Faculty/Directorate	Zumba+ Society	Assessor	Zara Hussain (President) Ruhi Pandit (Vice President)	
Line Manager/Supervisor		Signed off	<i>Zara Hussain (President)</i>	

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)
			Li kel ih ood	Im pa ct	Sc or e		Li kel ih ood	Im pa ct	Sc or e	
Slips, trips, falls and dehydration	Injury could occur by tripping, knocking into others, or potentially falling onto the floor and dehydration through lack of water during exercise is also plausible.	Participants in the dance class and instructors	3	4	12	All members participating must have appropriate clothing/ footwear and water or they are not permitted to participate. This includes the prohibition of black-soled shoes in the Cube.	1	4	4	Warm-up and cool down routines minimise the risk of muscle strains which could cause tripping / falling and class numbers will be capped to avoid injury from overcrowding. Instruct participants to use the free water fountains in the union building.
Further damage/impediment to any previous injury or serious health condition	Could further hinder a pre-existing injury and/or illness due to the vigorous nature of the exercise.	Participants and teachers	2	4	8	All members must sign a health and safety waiver certifying they are healthy and able to participate in the class, ensuring the overall health and fitness of class participants e.g. not pregnant, not recently had an extended stay in hospital, doctor has not advised against any rigorous exercise, and all participants are over the age of sixteen.	1	4	4	Both committee members and teachers should be vigilant towards class members i.e. make sure the level of exertion is suitable for all members, and lower it if necessary. The instructor should also be aware of their position on the stage to avoid risk of falling off.

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Operating the speaker: Fire and electrocution risk	Potential for a fire to break out or an electric shock to occur when the instructor uses the speaker if the plug socket is in disrepair or the speaker is damaged in any way.	Participants, instructors, all users of the building if fire spreads	2	3	6	Safety checks of the building are carried out by SUSU and a cover has been purchased to protect the speaker against water damage.	1	3	3	Make sure there is no water near the sound system, and refrain from using any plug sockets and/or wires which seem to be damaged and/or faulty in any way. Inform SUSU if any issues such as they arise in order to repair the issue as soon as possible.
Limited visibility from disco lighting	May result in struggling to notice hazards in the darker lighting, such as uneven surfaces, leading to injury	Participants and instructors	3	3	9	Safety checks of the building are carried out by SUSU and full lights will be on when participants enter class.	1	3	3	Make sure that participants are aware of their surroundings and allow them to position themselves in a safe position with enough room to avoid collision with other participants

University of Southampton Health & Safety Risk Assessment

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Slips due to mat on Cube floor	Injury or exacerbation of previous injury could occur due to tripping	Participants	3	4	12	We ensure that participants either stand on OR off the mat, and to stay in that position, so they are not at risk of tripping on the edges. We also ensure that we remind participants that the mat is there.	2	2	4	We cannot avoid using the mat as it covers the flooring in the Cube. Once participants are aware of it and we enforce correct spacing we will be able to reduce the risk.

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	Committee members and teachers are made aware of the fire procedures, emergency routes and emergency meet-point for The Cube	Ruhi Pandit	08/11/2023	22/11/2023	
2	If an injury or accident were to occur, ensure that a committee member has basic first aid knowledge/is trained in first aid	Dareen Al Masri	08/11/2023	22/11/2023	
3	Ensure that the tickets sold for each class have a maximum capacity so that there is no risk of overcrowding	Ruhi Pandit	08/11/2023 (ongoing)	22/11/2023	
Responsible manager's signature: Zara Hussain				Responsible manager's signature: Ruhi Pandit	
Print name: ZARA HUSSAIN			Date: 26/10/2023	Print name: RUHI PANDIT	
				Date: 26/10/2023	

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				

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

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
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