Risk Assessment

IMPORTANT: *Please complete all fields!*

Club/Society Name:	AberCompSoc	**Assessor(s) Name:**	Megan Bunker
Brief Description of Activity:		**Location of activity:**	Aberystwyth
A social with the members of AberCompSoc. Members will visit pubs with committee members. Social finishes at 2300		**Date of activity:**	Bi-weekly Thurdays
		Time of activity:	2000-2300

Hazard:	**Persons at Risk:**	**Risk Factor:**			**Control Measures Required:**	**Residual Risk:**		
List what could cause harm from this activity, use appendix A to assist in identifying hazards	List who might be harmed e.g. Staff, students, visitors	For each hazard, decide level of risk as if you were to do the activity without controls			For each hazard, list the measures you will be taking to minimise the risk identified, e.g. appointing competent persons, training received, planning and try-outs, use of personal protective equipment	For each hazard now decide the residual risk after the control measures are in place		
		Severity	**Likelihood**	**Risk**		**Severity**	**Likelihood**	**Risk**
Violent behaviour/Assault by	Students, public	3	5	15	Qualified staff will be at every pub to keep control of situations that might get out of hand, they will also have the right person to remove individuals that are causing a problem. The pubs will be aware that of busier nights and therefore prepared for any situation that might occur, the numbers of students will be increased but they will be aware. Before the event takes place all attendees are briefed about security and need to look after each other as well as the fact that they have to listen to the group leaders. Social attendees are briefed on locations of the social and instructed to follow the relevant committee leaders. Group leaders will be instructing attendees of the social to move from one place to another. Any members who do not follow the instructions will be asked to	5	1	5

					leave the social. Socials will have adequate number of group leaders instructing students and keeping an eye on attendees. Students to stay on pavements and take well lit routes to the pub			
Slippery surface, slips, trips and falls	Students	4	4	16	Students to stay on pavements and take well lit routes to the pubs. Any spills reported to staff in establishment present. Everyone will travel in groups. All students will have been briefed on all this information before the event starts.	4	2	8
Drunken behaviour	Students, Public	4	4	16	Reminder to know and respect what your own drinking limit is. Members will strongly be encouraged not to drink prior to the social so that committee members are aware how much people are drinking. Students need to be aware of situations surrounding them. Students advised that they are responsible for their own actions and bringing the society into disrepute will result in them being removed from the society and their membership removed.	4	2	8
Weather	Students	4	2	8	Reminder prior to socials to wear appropriate clothing for the weather that is forecasted	4	1	4
Damage to property	Owner of property, Students, Public	4	3	12	Staff in all establishments are to be made aware of any fragile/damaged equipment and have it removed if necessary.	4	2	8
Drugs and alcohol abuse	Students, public	4	4	16	Students will need to be aware of their own drinking limit. There will only be one drink consumed in each establishment. Students will be reminded that drugs are illegal, and their use will not be tolerated on any society organised events.	5	2	8
Large crowds	Students, public	3	4	12	All students instructed not to block doorways and fire escapes. The Door Staff will not let groups in if the establishment is too full, therefore the assigned route may change.	3	2	6
Strobe Lighting |	Students	4	4	16	Students will need to inform committee members if they have any health conditions that strobe lighting could affect. Students who could be affected will be informed of all the locations that may have strobe lighting, and they will be advised not to attend the social at said locations due to their health condition. If students do not inform committee members and something happens during the night relating to strobe lighting, we will aid student in seeking help and we will call 999 if need be or call a first aider.	5	1	5
Fire | 5,4,16 | | 4, 1, 4	| Students, public, owner of property	5	4	16	If the fire alarm sounds within a building, students and public will be informed to follow the evacuation procedure. They will find their nearest fire exit and	4	1	4

					vacate as quickly and efficiently as possible. If students witness a fire inside or outside of the pubs, they will be told to follow and leave through the fire exit quickly or if outside, they will be told that they need to move as far away from the fire as possible. 999 will then be called so that the ambulance service can deal with the fire.			
Traffic	Students, Public	4	3	12	Students to stay on pavements and take well lit routes to the pubs. The groups will travel together in groups of no more than 20 |	4	1	4

Signed:	M.Bunker	**Date:**	28/07/20	**Date for review of risk assessment**: *(at the latest 12 months from the date of the event)*	28/07/21

Appendix A

Hazard list – **Use this table to help you identify hazards, you may think of others not on this list, use these to complete the risk assessment form**					
Situational hazards	**Tick**	**Physical / chemical hazards**	**Tick**	**Health hazards**	**Tick**
Assault by person		Contact with cold liquid / vapour		Disease causative agent	
Attacked by animal		Contact with cold surface		Infection	
Breathing compressed gas		Contact with hot liquid / vapour		Lack of food / water	
Cold environment		Contact with hot surface		Lack of oxygen	
Crush by load		Electric shock		Physical fatigue	
Drowning		Explosive blast		Repetitive action	
Entanglement in moving machinery		Explosive release of stored pressure		Static body posture	
High atmospheric pressure		Fire		Stress	
Hot environment		Hazardous substance		Venom poisoning	
Intimidation		Ionising radiation			
Manual handling		Laser light		**Environmental hazards**	
Object falling, moving or flying		Lightning strike		Litter	
Obstruction / exposed feature		Noise		Nuisance noise / vibration	

Sharp object / material		Non-ionising radiation		Physical damage	
Shot by firearm		Stroboscopic light		Waste substance released into air	
Slippery surface		Vibration		Waste substance released into soil / water	
Trap in moving machinery					
Trip hazard		**Managerial / organisational hazards**			
Vehicle impact / collision		Management factors			
Working at height					

Appendix B

Risk matrix – *use this to determine risk for each hazard i.e. 'how bad and how likely'*	**Likelihood of Harm**				
Severity of Harm	**Very Unlikely (1)**	**Unlikely (2)**	**Fairly Likely (3)**	**Likely (4)**	**Very Likely (5)**
Negligible (1) e.g. *small bruise*	1	2	3	4	5
Slight (2) *e.g. small cut, deep bruise*	2	4	6	8	10
Moderate (3) *e.g. deep cut, torn muscle*	3	6	9	12	15
Severe (4) *e.g. fracture, loss of consciousness*	4	8	12	16	20
Very Severe (5) *e.g. death, permanent disability*	5	10	15	20	25

20-25	**Stop:** stop activity and immediate action
15-16	**Urgent Action:** take immediate action and stop activity if necessary, maintain existing controls
8-12	**Action:** improve within specified timescale
3-6	**Monitor:** look to improve at next review or if there is a significant change
1-2	**No Action:** no further action, but ensure controls are maintained and reviewed