

# Risk Assessment

<b>Risk Assessment for the activity of</b>	<b>Machine Learning with Chomp!</b>			<b>Date</b>	<b>10/03/18</b>
<b>Unit/Faculty/Directorate</b>	<b>NGCM / FEE</b>		<b>Assessor</b>		
<b>Line Manager/Supervisor</b>	<b>Ian Hawke</b>		<b>Signed off</b>		

<b>PART A</b>										
<b>(1) Risk identification</b>			<b>(2) Risk assessment</b>				<b>(3) Risk management</b>			
<b>Hazard</b>	<b>Potential Consequences</b>	<b>Who might be harmed  (user; those nearby; those in the vicinity;</b>	<b>Inherent</b>			<b>Control measures (use the risk hierarchy)</b>	<b>Residual</b>			<b>Further controls (use the risk hierarchy)</b>
			<b>Likelihood</b>	<b>Impact</b>	<b>Score</b>		<b>Likelihood</b>	<b>Impact</b>	<b>Score</b>	
Incorrect lifting technique (during event setup)	Musculoskeletal injury, particularly to the back	Students	<b>2</b>	<b>3</b>	<b>6</b>	Limit lifting of tables / heavy equipment, only take laptops & lighter loads, split items into lighter loads, use good posture when lifting, some of the students have done manual handling training	<b>1</b>	<b>3</b>	<b>3</b>	Risk green, no further actions
Tripping hazard	Falls	Students, staff, public	<b>2</b>	<b>3</b>	<b>6</b>	Locate activity near power outlets and provide extension cables to reduce number of cables, tape down cables to floor & tables, manage traffic in the room effectively, discourage running when children are present	<b>1</b>	<b>3</b>	<b>3</b>	Risk green, no further actions

# University of Southampton Health & Safety Risk Assessment

Version: 2.3/2017

<b>PART A</b>										
<b>(1) Risk identification</b>			<b>(2) Risk assessment</b>				<b>(3) Risk management</b>			
<b>Hazard</b>	<b>Potential Consequences</b>	<b>Who might be harmed (user; those nearby; those in the vicinity;</b>	<b>Inherent</b>			<b>Control measures (use the risk hierarchy)</b>	<b>Residual</b>			<b>Further controls (use the risk hierarchy)</b>
			<b>Likelihood</b>	<b>Impact</b>	<b>Score</b>		<b>Likelihood</b>	<b>Impact</b>	<b>Score</b>	
Choking and ingestion (of plastic beads)	Obstruction to breathing, swallowing small plastic parts.	Small children	<b>2</b>	<b>4</b>	<b>8</b>	<ul style="list-style-type: none"> <li>- Beads to be moved around the activity by demonstrators only.</li> <li>- Unused beads kept in clipped-shut boxes out of sight of public.</li> <li>- Floor monitored for any dropped beads.</li> <li>- Contact of nearest on-call first aider known by all demonstrators.</li> <li>- Non-toxic, food-safe 5mm diameter plastic beads used.</li> </ul>	<b>1</b>	<b>3</b>	<b>3</b>	Risk green, no further actions
Electrical equipment	Electrocution, outbreak of fire, burns	Students, public	<b>1</b>	<b>3</b>	<b>3</b>	Only use safety (PAT) tested equipment, no use of damaged equipment including leads and plugs, do not cover vents	<b>1</b>	<b>3</b>	<b>3</b>	Risk green, no further actions
Ingestion of allergens in Chomp Chocolate bars	Allergic Reaction	Public	<b>1</b>	<b>3</b>	<b>3</b>	Chomp contains MILK. Advise chocolate not friendly for those who are lactose intolerant and have a clearly displayed sign. Chomp packaging suggests chocolate is free from nuts.	<b>1</b>	<b>3</b>	<b>3</b>	Risk green, no further actions

**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
Responsible manager's signature:				Responsible manager's signature:	
Print name:			Date:	Print name:	
				Date	



## 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				

### 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

