**Risk Assessment for Hartpury SU Members**

When filling in the following form, please assess **all aspects** of your upcoming event or trip. To calculate the risk level, please use the risk matrix below to generate risk level based on your assessment of the likelihood and severity. When providing a description of the activity, please provide ample detail, as if it is not sufficient, we may ask you to re-do this form. **Refer to the general SU Activity Risk Assessment first.**

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| --- | --- | --- | --- |
| Describe the Activity being Assessed: |  | Assessed By: | Authorised By: |
| Who might be harmed: |  |
| Number of individuals exposed to risk (estimate): |  | Date of Assessment: | Review date: |
| Safeguarding Concerns: |  |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Hazards Identified | Existing Control Measures | Severity | Likelihood | **Risk Level** | Additional Control measures | Who and when | Date Completed |
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**Guide to completing and risk rating assessments**

**Likelihood Severity**

1 = Improbable (probability close to zero) 1 = Trivial

2 = Possible (remote chance) 2 = Minor

3 = Likely 3 = Lasting more than 3 days

4 = Very Likely 4 = Major injury/illness to one person

5 = Regular (3 -6 month occurrence) 5 = Major injuries / illness– more than one person

6 = Common (1-3 month occurrence) 6 = Death of one person

7 = Continuous (daily / weekly event) 7 = Multiple deaths

**Risk = Likelihood of Occurrence x Severity of Harm**

1 to 12 - Low May not require any further action

 13 to 18 - Medium Improve controls and reassess

 19 to 49 - High Stop immediately improve controls and reassess

**Hierarchy of Risk Control**

Eliminate the Hazard

Isolate the person from the hazard

Substitute with something less harmful

Reduce the time exposed to the hazard

Provide suitable and sufficient training

Ensure correct levels of supervision by appropriately trained staff

Provide suitable PPE and ensure it is used

**Note – PPE should never be used as a stand alone control**