**CLUB EVENT RISK ASSESSMENT**

***(This Risk Assessment training must be completed by 2 members of the committee who have completed the online Moodle Training)***

|  |  |  |  |
| --- | --- | --- | --- |
| **Person completing this risk assessment:** | **Name of Club:**  | **Name of Event:** | **Date (DD/MM/YYYY):** |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| [**Hazards and how they may cause harm**](https://www2.warwick.ac.uk/services/healthsafetywellbeing/managingrisks/hazidentification/) | [**Who may be at Risk?**](https://www2.warwick.ac.uk/services/healthsafetywellbeing/managingrisks/peopleatrisk/) | **What existing** [**Control Measures**](https://www2.warwick.ac.uk/services/healthsafetywellbeing/managingrisks/riskcontrols/) **are currently in place** | **Current**[**Risk Level**](https://www2.warwick.ac.uk/services/healthsafetywellbeing/managingrisks/riskassess/matrix_for_risk_evaluation.pdf)(**VL,L,M,H,VH**) | **Where current risk is** **M, H or VH, what additional** [**Control Measures**](https://www2.warwick.ac.uk/services/healthsafetywellbeing/managingrisks/riskcontrols/) **are required?** | **What action is required by whom & by when?** | **Final**[**Risk Level**](https://www2.warwick.ac.uk/services/healthsafetywellbeing/managingrisks/riskassess/matrix_for_risk_evaluation.pdf) |
| ***You should list the hazards here, along with how they will cause harm.*** | ***E.g. Members, general public, exec etc.*** | ***List current control measures here that are used to bring down the risk level.*** | ***You should consult the table at the end of this document for the risk level and enter it here.*** | ***Additional measures to bring the risk level down to an acceptable level should be listed here. Should state who is responsible eg. “Covid officer”*** | ***Actions required to control and manage the hazards should be listed here, along with a date to have it completed/put into place by.*** | ***List the new risk level here based on the additional control measures.*** |
| **COVID - CONTRACTING/TRANSMISSION** |  |  |  |  |  |  |
| **INJURIES DURING THE ACTIVITIY** |  |  |  |  |  |  |
| **FACILITY & VENUE CONDITIONS** |  |  |  |  |  |  |
| **FAULTY EQUIPMENT** |  |  |  |  |  |  |
| **LIFTING & CARRYING** |  |  |  |  |  |  |
| **USING HIGH RISK EQUIPMENT** |  |  |  |  |  |  |
| **FOLLOWING GUIDELINES & RULES (H&S)** |  |  |  |  |  |  |
| **ALCOHOL/FOOD CONSUMPTION** |  |  |  |  |  |  |
| **WEATHER CONDITIONS** |  |  |  |  |  |  |
| **UNKNOWN MEDICAL CONDITIONS (inc. allergies)** |  |  |  |  |  |  |
| **EXTERNAL PARTICIPANTS** |  |  |  |  |  |  |
| **SPECTATORS** |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
| **DRIVING FOR CLUB ACTIVITIES** |  |  |  |  |  |  |
| **TRANSPORT & TRAVEL (not required for public transport, mainly for travelling by coach/airplane – cancellation etc.)** |  |  |  |  |  |  |
| **ACCOMODATION** |  |  |  |  |  |  |
| **ACTIVITIES IN THE WATER** |  |  |  |  |  |  |

**Risk Assessment matrix**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Severity** |  |  | **Risk Level** |
| **Likelihood** | Superficial | Minor | Serious | Major | Extreme |  | **Very low** | Acceptable risk - no action required |
| Unlikely | **Very low** | **Very low** | **Low** | **Low** | **Moderate** |  | **Low** | Tolerable risk - further control measures not required, but status must be monitored |
| Possible | **Very low** | **Low** | **Low** | **Moderate** | **High** |  | **Moderate** | Further control measures required to reduce risk as far as is reasonably practical |
| Likely | **Low** | **Low** | **Moderate** | **High** | **Very high** |  | **High** | Urgent action required to allow activity to continue |
| Very likely | **Low** | **Moderate** | **High** | **Very high** | **Very high** |  | **Very high** | Risk intolerable - activity must cease until the risk has been reduced |
| Certain | **Moderate** | **High** | **Very high** | **Very high** | **Very high** |  |  |  |

The **Severity** is how serious the outcome would be if was injured from a hazard.

Superficial Injuries include bumps, small cuts, abrasions etc.

Minor Injuries that could result in treatment required off site, and may involve limited time off work less than 7 days

Serious Injuries that require 7 days or more off work

Major Injuries include broken limbs, serious head injuries, injuries to eyes that affect sight, asphyxiation etc.

Extreme Fatality or life changing injuries