# Risk Assessment: INSERT NAME OF EVENT

**Date of Trip/Activity:** INSERT

**Name of Society:** INSERT

**Purpose:** INSERT

**Venue:** INSERT

**Departure Time:** INSERT

**Return Time:** INSERT

**Transport Provider:** INSERT (if required)

**Coach Driver:** INSERT (if required)

**Number of Students:** INSERT

**Student Lead:** INSERT

**Emergency Contacts:**  
- Jack SU – 01902 322075

- Campus Security –01902 322106

## Risk Assessment Table

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Hazard | Who is at Risk | Likelihood | Severity | Controls / Mitigation Measures |
| Slips, trips, and falls during dance activity | All attendees | High | High | * Clear the classroom of furniture and obstacles before dancing * Ensure appropriate footwear/clothing is worn * Conduct a warm-up before activity * Monitor flooring for spills or slippery surfaces |
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## Additional Notes:

* INSERT
* INSERT
* INSERT

## Risk Factor Chart Explanation

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| --- | --- | --- |
| **Severity (S) Scale:** | **Likelihood (L) Scale:** | **Risk Factor (R = S x L):** |
| * 1 - Negligible: All in a day's work * 2 - Minor: Minor injury with short term effect * 3 - Severe: Major injury/disability (reportable) * 4 - Extreme: Fatal | * 1 - Improbable * 2 - Remote: Unlikely * 3 - Possible: May or could well occur * 4 - Probable: Expected to occur, several times | * < 4 - LOW * 4-6 - MEDIUM * > 8 - HIGH |

## Detailed Risk Factor Assessment

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Hazard | S (Initial) | L (Initial) | R (Initial) | Control Measures | S (Post) | L (Post) | R (Post) |
| Slips, trips, and falls during dance activity | 3 | 3 | 9 | * Clear the classroom of furniture and obstacles before dancing * Ensure appropriate footwear/clothing is worn * Conduct a warm-up before activity * Monitor flooring for spills or slippery surfaces | 2 | 2 | 4 |
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