

General Risk Assessment



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 Date of Assessment: 21st March 2019
 Date of Review: March 2020

Values for each hazard should have values for hazard severity (**A**) and likelihood of occurrence (**B**) on a scale of 1-4, as per the table below. Multiplying **A** and **B** together will give a risk rating, which can ascertain the level of response needed for a risk.

B	A	Trivial (1)	Minor (2)	Serious (3)	Fatal (4)
Remote (1)		1	2	3	4
Unlikely (2)		2	4	6	8
Possible (3)		3	6	9	12
Likely (4)		4	8	12	16

Risk Rating		
Low	Medium	High
1-5	6-11	12-16
Continue the activity. Periodically review the situation to ensure no change to the risk.	Continue the activity, proceeding with caution and making steps to lessen the risk.	Stop the activity. Reassess the activity and proceed only when the risk is Low or medium.

Hazard	Persons Affected	A	B	AxB	Preventative Measures	Actions to be taken
Fire	<ul style="list-style-type: none"> Concert Hall Users 	4	1	4	<ul style="list-style-type: none"> 3 stewards at each concert to direct members and the public to assembly points using fire exits In keeping with the law, smoking is not permitted inside the buildings 	
Electric shock	<ul style="list-style-type: none"> Derwent Practice Room Users 	2	1	2	<ul style="list-style-type: none"> Portable Appliance Testing (PAT) of all appliances At external events, using Music Society appliances where possible 	<ul style="list-style-type: none"> Ensure Portable Appliance Testing (PAT) of all appliances
Slips, trips and falls	<ul style="list-style-type: none"> Committee Members Derwent Practice Room Users Concert Hall Users Event Attendees 	2	3	6	<ul style="list-style-type: none"> Equipment to be stored properly and not left lying around No trailing wires Adequate signage for steps in Derwent Practice rooms 3 stewards at concerts to assist members and the public First Aiders present at events 	<ul style="list-style-type: none"> Ensure Trip hazards in the Derwent practice rooms are highlighted or removed, where possible
Lifting injuries	<ul style="list-style-type: none"> Committee Members Concert Organisers Derwent Practice Room Users 	2	2	4	<ul style="list-style-type: none"> Members understand that use of our equipment is at their own risk Use appropriate lifting tools and technique 	
Ear damage	<ul style="list-style-type: none"> Derwent Practice Room Users Concert Hall Users Event Attendees 	2	1	2	<ul style="list-style-type: none"> Sound dampening in Practice Rooms Noise level guidance followed in concerts 	
Eye strain	<ul style="list-style-type: none"> Derwent Practice Room Users 	2	1	2	<ul style="list-style-type: none"> Rooms must have working lighting 	
Scalding	<ul style="list-style-type: none"> Kitchen Users All members 	3	2	6	<ul style="list-style-type: none"> Committee told to ensure hot drinks are handled with due care 	
Food poisoning	<ul style="list-style-type: none"> Kitchen Users All members 	3	1	3	<ul style="list-style-type: none"> Committee told to ensure surfaces are wiped down and crockery clean before using them Correct storage of foodstuffs 	<ul style="list-style-type: none"> Check best before dates on all items before use
Damage to fabric of buildings	<ul style="list-style-type: none"> All members 	1	1	1	<ul style="list-style-type: none"> All damage must be reported to the risk assessment assessor All damage must be reported to YUSU 	
Stress	<ul style="list-style-type: none"> Committee Members 	2	2	4	<ul style="list-style-type: none"> All members to report concerns with stress and workload to the committee, who will seek to provide assistance 	