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| **Safety Risk Assessment Form** |

**This form must be distributed to all persons named in the Owner column, where possible both as a hard copy and electronically**

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| **Project/Event:** | **Fun Palace – participatory community event** | | | | | | | | | | |
| **Date:** | **3-4/10/2019** | **Assessor(s):** | **Your name** | | | | **Department/Area:** | | | **Company name** | |
| **Activity**  *Describe the activity and the ways in which it could pose a risk* | **Hazards**  *e.g. personal injury, electric shock, people or objects falling from height, crushing* | **Persons at risk** | **Risk before control measures** | | | **Controls**  *Describe controls used to reduce risk to a tolerable or preferably acceptable rating* | **Residual Risk after control measures** | | | **Additional controls?** *e.g. monitor and review, suggestions for future activities* | **Owner** *Person responsible for the controls* |
| Severity | Likeli-hood | SxL | Severity | Likeli-hood | SxL |
| e.g. Physical workshop | Personal injury | Workshop leaders and participants. | 4 | 3 | 12 | Physical warmup at start of workshop.  Clear instructions throughout.  Participants encouraged to participate at their own level. | 2 | 2 | 4 |  | JL |
| e.g. Jerk chicken barrel / barbeques | Risk of burns and fire | Makers / volunteers / participants | 5 | 3 | 15 | |  | | --- | | Warning to keep a distance from the  barrel; | | signage to first aid post;  presence of fire extinguisher | | and fire blanket, signage for both | | 2 | 1 | 2 |  | SH JL |

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| **Risk Scoring Key** | **Severity** | | **Likelihood** | |
|  | Fatality | 5 | Certain or imminent | 5 |
|  | Major injury, disabling illness, major damage | 4 | Very likely | 4 |
|  | Lost time injury, illness, damage | 3 | May happen | 3 |
|  | Minor injury, minor damage | 2 | Unlikely | 2 |
|  | Delay only | 1 | Very unlikely | 1 |

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| **Risk Rating Categories** | 10 to 25 | Unacceptable | Do not proceed; seek immediate guidance from the safety team |
|  | 6 to 9 | Tolerable | Proceed with caution but seek to reduce risk further if possible |
|  | 1 to 5 | Acceptable | Proceed |

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| **Order of Control Measures** | **Most effective** | **Eliminate** | Ask yourself if the activity needs to be carried out |
|  |  | **Substitute** | Ask yourself if the same effect can be achieved with something less risky |
|  | **Reduce** | Ask yourself if you can use less of something, or limit the time etc |
|  | **Isolate** | Make sure that the risk is contained to the smallest possible area |
|  | **Enclose** | Make sure that no-one can get to the hazard |
|  | **Other Engineering Controls** | Emergency stop buttons, automated controls etc |
|  | **Safe System of Work** | Carry out the work according to a specific step by step programme with training |
|  | **Training/Communication** | Safety team can advise |
|  | **PPE** | Use of ear defenders, hard hat, toetectors etc |
|  | **Least effective** | **Discipline and Enforcement** | Telling people to be careful |