

Risk Assessment Form

Risk Assessments must be completed by all Societies who are organising events, activities and trips to ensure the safety of their members. The form should be completed by the activity/trip organiser and must be signed off by the President of the Society. Assistance and guidance in completing Risk Assessments is available by Student Activities staff.



Event, Trip or Activity Title	General Society Activities	Completed By	
Date of Event or Activity	2024/25	Email Address	
Location of Event or Activity	Strathclyde campus, Glasgow city	Date Completed	08/02/2024
Number of Participants	15-35	Society President Signature & Date:	08/02/2024

Risk = Probability x Severity

Precautions Extensive Moderate Slight

- | Probability | Severity |
|---------------------|---------------------------|
| 5 Almost certain | 5 Death |
| 4 Probable | 4 Severe incapacity |
| 3 Even chance | 3 Serious injury possible |
| 2 Improbable | 2 Minor injury possible |
| 1 Almost impossible | 1 No injury expected |

		SEVERITY				
		5	4	3	2	1
PROBABILITY	5	25	20	15	10	5
	4	20	16	12	8	4
	3	15	12	9	6	3
	2	10	8	6	4	2
	1	5	4	3	2	1

Activity	Hazard	Potential Result / Injury	Persons at Risk	Preventative and Protective Measures	Probability	Severity	Risk Rating	Further Action
List all the different types of activities being assessed	For each activity list the hazards, ie anything that has the potential to cause harm	For each hazard list the potential injuries	For each hazard list the persons at risk	For each hazard list the measure to be used to reduce or prevent the hazard from causing injury	Use the chart to provide a rating for each hazard with protective and preventative measures in place			Is there any further action required?

Activity	Hazard	Potential Result / Injury	Persons at Risk	Preventative and Protective Measures	Probability	Severity	Risk Rating	Further Action
Walks around Glasgow	Tripping/falling	Bruising, cuts, minor sprain	All members	Keep to casual strolls, not hikes Keep to level and paved pathways Ensure sensible footwear Watch step and ensure hands out of pockets at dangerous spots	2	2	4	First-aid kit always on hand on walks First Aider to undergo training
Walks around Glasgow	Busy roads	Hit by car – major injuries	All members	Walks avoid busy roads where possible Use crossings and follow road safety Ensure people not distracted when crossing	1	5	5	
Walks around Glasgow	Getting lost	New city for members – unable to find way home	All members	Keep to common routes e.g. Glasgow Green, Kelvingrove Park Committee members pre-walk all routes Members have committee contact details Keep phones charged	2	2	4	
Walks around Glasgow	Water bodies	Falling in rivers/lochs	All members	Keep safe distance from all water bodies	1	4	4	

Arts and crafts events	Sharp objects	Small cuts	All members	Ensure proper handling of sharp objects	2	2	4	
Arts and crafts events	Hot glue	Minor burns	All members	Wear gloves Use hot glue mat Keep hands away from nozzle	2	2	4	
Social events involving alcohol	Intoxication	Incapacity Sickness Mental health decline	All members	Dedicated sober person to look out for anyone intoxicated – keep hydrated, give food, cut off	3	2	6	Ensure water and food is always available
Social events involving alcohol	Lowered inhibitions	Inappropriate behaviour including physical or verbal violence	All members	Dedicated sober person to intervene in uncomfortable situations Bar staff to be informed of inappropriate behaviour -hoping for removal from the venue – comfort the victim. If violence comes from a member of the society they will be banned from future events and the entire group will be reminded of suitable behaviours at a later date.	2	3	6	Follow up later to ensure wellbeing
Social events involving alcohol	Increased vulnerability	Physical or verbal violence Sexual or gender-based violence Harassment or intimidation	All members	Inform members about services like Ask for Angela and Strath SOS Dedicated sober person to intervene in uncomfortable situations Bar staff to be informed of inappropriate behaviour -hoping for removal from the venue – comfort the victim. If violence comes from a member of the society	2	4	8	

				they will be banned from future events and the entire group will be reminded of suitable behaviours at a later date.				
Social events involving alcohol	Location and environment	Uneasiness in unfamiliar, unwelcoming or unsafe environments Unable to find way home	All members	Buddy system for travel home Committee members pre-scout all venues	2	1	2	Choose venues close to city centre

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