



# SPRING GREENS FAIR

## RISK ASSESSMENT PROCEDURE

### *Guidelines*

#### **How we assess the risk:**

- How serious is the risk? (i.e. the potential injury or consequence).
- What might increase the severity of injury? (e.g. running, the age of the person).
- Who and how many are exposed to the risk?
- How likely is it to occur? (previous accidents/incidents and the frequency of exposure to the hazard).

#### **How we control the risk:**

- Can the risk be avoided or minimised? Is the activity necessary? Does the educational, social or commercial advantage outweigh the risk? Are warnings provided - written, verbal?
- Can the hazard be eliminated, avoided or substituted?
- Can environmental controls - alterations to physical surroundings or features, mechanisation etc - minimise or remove exposure to risk?
- Can safer systems of work/play/activity be adopted? (e.g. by establishing a procedure or set of rules, providing better information, providing skills through training).
- Is the use of personal protective equipment indicated where risk remains?

Write down the **Hazard** and then look at the **Severity** of injury it may cause =the severity rating.  
 Write down the **Likelihood** of that happening = the likelihood rating.  
 The two numbers multiplied together = the **Risk Severity**

<b>Severity</b>	<b>Likelihood</b>
<b>Rating</b>	<b>Rating</b>
5 Death/permanent disability	5 Will most certainly happen
4 Serious injury/long term sickness	4 Highly likely to happen
3 Temporary disability - 3-day absence	3 Possible
2 Required medical attention	2 Might/less likely
1 Minor injury e.g., bruise, graze	1 Remote possibly

	<b>RISK ASSESSMENT</b>	<b>Risk Severity Factor</b>
○	Unacceptable! Requires immediate action.	16-25
○	A high priority for action.	10-16
○	Medium - do something as soon as possible.	6-10
○	Low priority - examine the practicality of change.	2-6
○	Low risk - no further action required.	1-2