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| **Assessment Date:** | 03/05/23 | **Location: (Site/ Building/ Room)** | Thornton, Bradford |
| **Assessors Name:** |  | | |
| **Task: Final Major Project – “supernova” A short film** | | | |

| **What are the hazards?**  (See list of sample hazards) | **Who might be harmed?**  (e.g. Staff, students, visitors) | **What are the risks** | **Are the following control measures in place to eliminate or reduce the risks?** | **Corrective actions required** | **Risk Evaluation** | | | **Risk Rating** |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Consequence**  **(1 – 3)** | **Likelihood**  **(1 – 3)** | **Overall risk**  **(C x L)** | **Low, Medium or High** |
| **Slips, trips and falls** | Students and cast | Could trip over equipment/wires. | Reducing | Making sure all wires are neat and making sure cast and students know where the equipment is. | **1** | **2** | **2** | **Low** |
| **Manual Handling** | students | Could cause strain on back, arms and legs. Back injuries. Could slip and cause serious harm or damage to the cameras. | Reducing | Making sure people are carrying the maximum they can carrying and making sure they are following the 5 steps of manual handling (Plan, Position, Pick, Proceed, Place) | 2 | 2 | 4 | Meduim |
| **Computer workstation use** | students | Posture. | Reducing | Follow guidelines on how to sit on office chairs with correct posture | 1 | 1 | 1 | Low |
| **Electrical safety** | Students and cast | Live wires. Blowing out or overloading circuits. Could result in fire or electrocution. | Reducing | Checking equipment before using to make sure all is okay and safe for camera operators and cast to be near. | 3 | 2 | 6 | High |
| **Fire** | everyone | Live wires. Overloading circuits. | Reducing | Checking equipment before using to make sure all is okay and safe for camera operators and cast to be near. | 3 | 2 | 6 | High |
| **Falling from height** | Students and cast | Minor/serious harm. Broken bones. | Reducing | Making sure no one is near heights or big drops. | 3 | 1 | 3 | Medium |
| **Working environment** | Students and cast | Temperatures and excessive noise. | Reducing | Checking weather is good conditions if filming outside and checking the area beforehand to see if it is right to film. | 1 | 1 | 1 | Low |
| **Members of the public** | Students and cast | Interference with audio and the shot. Abusing students and/or cast. | Reducing | Making sure the shot is clear and people are okay with us filming (if in a public area). | 2 | 3 | 5 | High |

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| **1. EXAMPLE HAZARDS THAT MAY BE APPLICABLE TO THE JOB or WORK ACTIVITY** | | | |
| Working at Height | Noise | Hand tools | Vibration |
| Falling objects | Extreme Heat / cold | Confined spaces | Repetitive hand/ arm movement |
| Slippery/ uneven/ worn floors | Radiation | Poor housekeeping / cleaning | Machine operation |
| Obstructions/ projections | Lighting | Vehicle movement | Electromagnet |
| Manual handling | Compressed air | Fire / explosion | Pressurised systems |
| Mechanical Lifting | Substances / materials | Electricity | **Other (*specify on assessment)*** |

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| **2. RISK MATRIX** | | **Potential consequence of harm** | | |
|  |  | **1 – Minor Injury**  (e.g. hazard can cause illness, injury or equipment damage but the results would not be expected to be serious) | **2 – Significant Injury**  (e.g. hazard can result in serious injury and/or illness, over 3 day absence) | **3 – Major Injury**  (e.g. hazard capable of causing death or serious and life threatening injuries) |
| **Likelihood of harm** | **1 – Unlikely**  (injury rare, though possible) | **1 – Low** | **2 – Low** | **3 – Medium** |
| **2 – Possible**  (injury could occur occasionally) | **2 – Low** | **4 – Medium** | **6 – High** |
| **3 – Probable**  (injury likely to occur, can be expected) | **3 – Medium** | **6 – High** | **9 – Extreme** |

**3. RISK EVALUATION**

This is calculated by multiplying the likelihood against the consequence e.g. taking a likelihood of 1, which is classified as Unlikely and multiplying this against a Potential Consequence of 2, which is classified as Significant Injury, would give you and overall Risk Rating of 2, which would result in an overall evaluation as a low risk.

**1 to 2** = **Low risk**

Low risks are largely acceptable, monitor periodically to determine situation changes which may affect the risk, or after significant changes

**3 to 4** = **Medium risk**

Medium risks at the upper end of this band should only be tolerated for the short-term and then only whilst further control measures to mitigate the risk are being planned and introduced, within a defined time period.  Risks on the lower end should be reduced if practicable.

**6** **= High risk**

High risks activities should cease immediately until further control measures to mitigate the risk are introduced. The continued effectiveness of control measures must be monitored periodically.

9 = Extreme Risk

Work should not be started or continued until the risk has been mitigated. Immediate action is required to reduce exposure. A detailed mitigation plan must be developed, implemented and monitored by senior management to reduce the risk before work is allowed to commence.