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| **Assessment Date:** | 03/04/2023 | **Location: (Site/ Building/ Room)** | Ravenscliffe, Bradford. |
| **Assessors Name:**  | Leon Whiting  |
| **Task:** Risk assessment for 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?** | **Yes/****No** | **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** | Me and the guest | Wire and obstacles  | reduce | yes | **Keep the floor clear** | **1** | **2** | **2** | **low** |
| **Manual Handling** | Me  | Dropping equipment  | reduce | yes | Be careful  | 2 | 1 | 2 | low |
| **Computer workstation use** | me | Spilling liquids  | eliminate | yes | No drinks whilst recording  | 2 | 2 | 4 | med |
| **Electrical safety** | Me and guest  | dodgy equipment  | Reduce  | yes | Double check equipment is correct | 2 | 1 | 2 | low |
| **Fire** | Me and guest  | wires | reduce | yes | Keep them out of the way  | 2 | 1 | 2 | low  |
| **Falling from height** | Anyone on set | Breaking equipment  | Reduce  | yes | Be extra careful with equipment.  | 0 | 0 | 0 | low |
| **Working environment** | Me and guest | Could be interrupted  | reduce | yes | Keep door locked  | 1 | 1 | 1 | low |
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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.