



Section 1

Event Name	Festival of Science KS2 Carousel 2 - Bee is for biodiversity	Event organiser	Name (print): Jen Dyer Faculty: Environment Tel: 0113-34-30226 Email: J.Dyer@leeds.ac.uk
Date (period) and time of Event	18 th March 2020	Location/site/premises	University of Leeds, Central Campus
Description of Event	A classroom based activities with school students (max 30 per session)		

<i>Doc control no: PRSG4.10</i> WELLBEING, SAFETY AND HEALTH MANAGEMENT SYSTEM							
Author:	EM	Approved by:	GT	Version number:	1	Issue Date:	November 2010

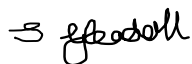


Major or Standard Events - Risk Assessment Form

Section 2

Activity no.	Hazard type	How might the hazard cause harm?	Who may be harmed?	Control measures already in place	Is residual risk now acceptable? (Yes/No)	If not acceptable, list additional control measures	Risk Rating (L x S)*	Action by whom
1	No additional hazards please see general visit risk assessment							

Section 3

Event Organiser	Name: Jen Dyer Signature: Position: Lecturer Date: 06.02.2020	Approver of Risk Assessment	Name: Steve Gleadall Signature:  Position: EE Manager Date: 26.02.2020
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*Refer to following tables for clarification.

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Risk Matrix

Severity \ Likelihood	Insignificant (1)	Minor (2)	Moderate (3)	Serious (4)	Critical (5)
Almost Certain (5)	Moderate (5)	Substantial (10)	Substantial (15)	Intolerable (20)	Intolerable (25)
Likely (4)	Tolerable (4)	Moderate (8)	Substantial (12)	Intolerable (16)	Intolerable (20)
Possible (3)	Tolerable (3)	Moderate (6)	Moderate (9)	Substantial (12)	Substantial (15)
Unlikely (2)	Tolerable (2)	Tolerable (4)	Moderate (6)	Moderate (8)	Substantial (10)
Rare (1)	Tolerable (1)	Tolerable (2)	Tolerable (3)	Tolerable (4)	Moderate (5)

Risk Rating	The level of risk for an activity is obtained by matching the likelihood of an accident occurring against the severity of the outcome if that accident occurred (i.e. likelihood multiplied by severity).
	General Risk Rating
Tolerable (1 to 4)	No additional controls are required. Consideration may be given to a more cost-effective solution or improvement that imposes no additional cost burden. Monitoring is required to ensure that controls are maintained.
Moderate 5 to 9	Efforts should be made to reduce the risk, but the costs of prevention should be carefully measured and limited. Risk reduction measures should be implemented within a defined time period. Where the moderate risk is associated with extremely harmful consequences, further assessment may be necessary to establish more precisely the likelihood of harm as a basis for determining the need for improved control measures.
Substantial 10 to 15	Work should not be started until the risk has been reduced. Considerable resources may have to be allocated to reduce the risk. Where the risk involves work in progress, urgent action should be taken. <u>Fire Risk Rating</u> If the building is unoccupied, it should not be occupied until the risk has been reduced. If the building is occupied then urgent action should be taken.
Intolerable 16 to 25	Work must not be started or continued until the risk has been reduced. If it is not possible to reduce the risk even with unlimited resources, work has to remain prohibited. <u>Fire Risk Rating</u> Building (or relevant area) should not be occupied until the risk is reduced.