

Student Risk Assessment Form

Complete **Section A**. If additional hazards have been identified overleaf, complete **section B** and obtain authorisation from the appropriate member of staff.

Section A

Activity: <i>(describe what you will be doing & include environmental information)</i>		Assessed by: <i>(this must be the person booking the equipment)</i>	Endorsed by: <i>(staff)</i> Signed: Date:
Who might be harmed: <i>(e.g. members of project group, the public, children etc.)</i>	How many exposed to risk:	Date of Assessment:	Section B control measures satisfactory: <i>(Academic tutor/Instructor, MLS Manager etc)</i> Signed: Date:

Section B *(continue on separate sheet if necessary)*

Risk description <i>(with potential for harmful outcome)</i>	Risk factors	S	Existing control measures	L	Risk Level (SxL)	If Risk Level is 6 or above complete this section	S	L	New Risk Level (SxL)
						Additional control measures needed <i>(include by who & by when)</i>			

RISK DEFINITIONS		ACTION LEVEL		
SEVERITY (S)	LIKELIHOOD (L)	RISK LEVEL	RISK	ACTION
1 – Minor harm	1 – Extremely unlikely	1 – 2	NEGLIGIBLE	No action necessary
2 – Minor harm needing treatment and/or recovery off the job	2 – Unlikely	3 – 5	ACCEPTABLE	Although tolerable, apply “so far as is reasonably practicable”
3 – Harm requiring short-term absence for full recovery	3 – Possible	6 – 12	MODERATE	Some further measures required
4 – Major harm with long-term absence and possible disability	4 – Likely	15 – 16	HIGH	Immediate action necessary to reduce the risk
5 – Fatality	5 – Very likely	20 – 25	INTOLERABLE	Immediate action – cease the activity or do not start

