

WI RISK ASSESSMENT FORM

WI Name: _____

Date of assessment: _____

Venue/event: _____

Assessment carried out by: _____

ASSESSMENT OF RISK				
Activity or feature causing risk	Description of hazard	Likelihood of it happening (1-3): 1 Unlikely 2 Fairly likely 3 Likely	Consequences if it happens (1-3): 1 Low - need first aid 2 Medium - need medical assistance (broken bones, stitches, etc.) 3 High – death, paralysis, etc.	Risk Level Likelihood x Consequences = Risk Level
<i>EXAMPLE 1 (activity): Cutting silver wire</i>	<i>Small pieces of wire could fly into eye</i>	1	2	$1 \times 2 = 2$
<i>EXAMPLE 2 (venue): Poor lighting on path to venue</i>	<i>WI members could trip or fall in the dark</i>	2	2	$2 \times 2 = 4$

MAKING THE EVENT SAFER / REDUCING THE RISK

		Risk remaining after action has been taken to reduce it		
Measures in place to control risk	Further action needed to reduce risk	Probable likelihood (1-3)	Potential Consequence (1-3)	New Risk Level Probable Likelihood x Consequences = New Risk Level
<i>EXAMPLE 1 (activity):</i> <ul style="list-style-type: none"> • Wearing protective goggles • Safety advice from tutor 	None	1	1	$1 \times 1 = 1$
<i>EXAMPLE 2 (venue):</i> <ul style="list-style-type: none"> • All members warned about poor lighting • Members advised to use torches or lights on their mobile phones • The WI keeps a torch at the venue for those who do not have their own • WI has spoken to venue about lighting 	None	1	1	$1 \times 1 = 1$

Signed: _____

Date: _____