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| --- | --- | --- | --- |
| **Club Name:** |  | | |
| **Assessor’s Name:** |  | **Assessment Date:** |  |
| **Assessor’s Position:** |  | **Review Date:** |  |

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| --- | --- | --- | --- | --- | --- |
| **Hazards** | **People at Risk** | **Risk Rating** | **Control Measures Required** | **Action by Whom & When** | **Further actions needed** |
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**Staff Signature:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**University of Suffolk – Risk Assessment – Key & Matrix  
All risks are scored with a numerical system, considering severity and likelihood. RISK = IMPACT x LIKELIHOOD (Minor severity with Possible likelihood would be 2x3=6)**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **SEVERITY** |  | **LIKELIHOOD** |
| **1** | **Insignificant** | **1** | **Remote (Less than 20%)** |
| **2** | **Minor** | **2** | **Unlikely (20% to 39%)** |
| **3** | **Moderate** | **3** | **Possible (40% to 59%)** |
| **4** | **Major** | **4** | **Probable (60% to 79%)** |
| **5** | **Severe** | **5** | **Certain (80% or Over)** |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  |  |  | **LIKELIHOOD** | | | | |
|  |  |  | **1** | **2** | **3** | **4** | **5** |
|  |  |  | **Remote** | **Unlikely** | **Possible** | **Probable** | **Certain** |
|  | **1** | **Insignificant** | **1** | **2** | **3** | **4** | **5** |
|  | **2** | **Minor** | **2** | **4** | **6** | **8** | **10** |
| **SEVERITY** | **3** | **Moderate** | **3** | **6** | **9** | **12** | **15** |
|  | **4** | **Major** | **4** | **8** | **12** | **16** | **20** |
|  | **5** | **Severe** | **5** | **10** | **15** | **20** | **25** |

**Impact Definitions  
1 – Insignificant – E.g. an incident with minimal damage or loss.  
2 – Minor – E.g. a minor injury (Cut or minor bruising.)  
3 – Moderate – E.g. over 7 day injury or temporary ill health.  
4 – Major – E.g. a RIDDOR reportable injury.  
5 – Severe - E.g. a fatality, life threatening injury or life shortening disease.**