**Risk Assessment form**

Risk assessments should be reviewed at least annually, or after accidents, near misses and when significant changes in personnel or work practices occur.

Advice on hazards, risks and risk assessment is available at<https://www.hse.gov.uk/>.

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| **Location** | |  | | | |  | | |
| **Activity** | |  | | | |
| **Issue** | |  | | | |
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| **Number** | **Hazard**  Something with the potential to harm: hazards listed should be all those present before controls are in place. | | **Possible effects/harm**  Where a group of people may be affected differently, for example young people or expectant mothers, identify the separate effects/harm and risk rating. | **Risk rating H, M, L**  Indicate the rating prior to controls being in place. (See page 7 for guidance on rating the risk.) | **Detail existing controls**  Provide details of control measures already in place. If measures are detailed in other documents, state where. | | **Detail further action required to reduce risk**  Note the action required, responsible person and target date. | **Revised risk rating  H, M, L**  Indicate the rating following implementation of controls. |
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| **Written by** | **Signed** | **Date** |
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| **Supervisor** | **Signed** | **Date** |
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| **Risk rating** | **Action required** |
| **High**  For example,   * fatality possible to one or more individuals however infrequent * major injury to few individuals occurring frequently * likelihood of long term muscular-skeletal problems affecting significant numbers of staff. | Immediate action required. |
| **Medium**  For example,   * major injury to one/few individuals occurring infrequently * likelihood of long term muscular-skeletal problems affecting some staff. | Requires attention as soon as possible. |
| **Low**  For example, minor injury occurring infrequently to few staff. | Not a priority, may need attention if not as low as reasonably practicable. |