

CLUB AND SOCIETY RISK ASSESSMENT		Degree of Risk		Risk Rating Matrix						
Society Name: Black Feminist Society		Likelihood		Severity						
Category: Political and Campaigning		5	Inevitable	Likelihood		1	2	3	4	5
Author(s): Radiyat Balogun		4	Highly Likely		1	1	2	3	4	5
Author(s) signature and date: Radiyat Balogun-13/11/2025		3	Probable		2	2	4	6	8	10
Persons Responsible: Club and society committees and leaders		2	Unlikely		3	3	6	9	12	15
Staff Sign Off: [Signature] [Date]		1	Remote possibility		4	4	8	12	16	20
Staff Additional Check: [Signature] [Date]					5	5	10	15	20	25
Locations: York City Centre, York Christmas Market, Leeds train station, York train station		Severity								
Details of Activities: Walkthrough of York christmas market and surrounding city centre		5	Very high - multiple deaths	Risk rating score		Action				
People who may be affected: <ul style="list-style-type: none">Society members and participantsMembers of the public		4	Highly - death, serious injury, permanent disability	1 - 4		Broadly acceptable - no action required				
		3	Moderate - Off Uni/work for at least 5 days	5 - 9		Moderate - Reduce risks if reasonably practicable				
		2	Slight - First aid treatment	10 - 15		High risk - Priority action to be undertaken				
				16 - 25		Unacceptable - Action must be taken immediately				

Identify Hazards		Estimate the risk			Evaluate the risk				Evaluate residual risk
Hazard	How may harm result?	Like lihood	Se verity	Rating	Risk control measures	Like lihood	Se verity	Rating	Further action required? <i>Only fill out if additional control measures are needed to be implemented or reviewed</i> Include timescales and who is responsible for implementation
Slips, trips and falls	This affects committee, society members, and members of the public. They may be injured if they trip over objects or slip on spillages	4	3	12	Committee members will ensure to avoid areas with obstructions such as boxes, construction. Spillages will be avoided. .et floor signs used after mopping. Members to keep walking areas clear. Report any spillages or trip hazards to appropriate staff if needed.. Signage will be used to help members find the committee. Members of the committee will be there to guide members.	2	3	6	
COVID-19	This affects committee and society members and members of the public. If someone in the group has tested positive for COVID-19 this infects and puts vulnerable people at risk.	3	4	12	Strongly encourage members to not attend if they are experiencing symptoms to prevent and minimise the spread of COVID-19 as much as we can. Strongly encourage committee and society members to adhere to social distancing regulations, if someone does test positive after the event.	2	4	8	

Temperature/en vironment	Cold, windy weather, rainy weather. This increases the chance of people slipping and falling and accidents. This also can affect vulnerable people. This affects everyone on the trip.	3	3	9	<p>Event should be planned to avoid direct cold/rain or wind.</p> <p>Advising members of society about any adverse weather changes, weather appropriate dressing and important measures to take (i.e, water, umbrella or warm coat and scarf).</p> <p>Advise members to stay home or move onto online spaces if the weather is too dangerous to meet face to face or hold the trip.</p> <p>Committee members will assess the weather continuously before, during and after the event.</p>	2	3	6	
Injury due to overcrowding and lack of planning11	This is a result of lack of planning. This could cause multiple injuries. This affects everyone at events and the wider community and the LUU.	4	4	20	<p>Suitability of venue to be evaluated prior to booking, taking into account how many people need to be accommodated and ensure adequate fire safety arrangement. Attendees will be notified of emergency arrangements at the start of the trip. They will also be advised about crowding.</p> <p>Committee members vow to plan ahead, only promote and sell the correct number of tickets for events and ensure it remains within the capacity of where the event is taking place. This allows for better crowd control, reducing risk of injury due to overcrowding.</p> <p>Committee to ensure everyone is accounted for before moving to different areas, and to avoid crowded areas of the market.</p> <p>Committee members will familiarise themselves with emergency exit in the near vicinity and be aware of health and</p>	2	3	6	

					<p>safety procedures and first aid.</p> <p>Members attending society events will be encouraged to follow health and safety guidelines and the committee should ensure members behaviour in an appropriate manner.</p>				
FOOD AND ALLERGIES/INTOLERANCE	This affects committee, society members, staff and visitors attending the events. This could result in people needing first aid and an EpiPen.	4	4	16	<p>Committee members will also get Level 2 food hygiene. This will ensure that LUU standards are followed.</p> <p>Any material which is going on skin will have an ingredient list. All participants will be encouraged to read the ingredients list before buying anything. Dietary information of each participant will be on the list of attendees so that committee members are aware.</p>	2	4	8	
Fire	This affects everyone on the trip. This could result in people requiring first aid and/or a burn.	4	4	16	Members and attendees will be briefed on the emergency arrangements and where to go. If inside during a fire alarm, members will stop the event and evacuate the building to the nearest fire exit.	2	4	8	
Attendees Getting Lost	This can affect members of the committee and the society. Attendees of the trip	4	3	12	An attendee list will be made to know who is on the trip and provide a way to contact them. A meeting point will be made in the case of an emergency. All attendees will be added to a whatsapp group chat specific to the trip to communicate with each other. All participants will be provided with the contact details of the event lead and committee members	2	3	6	
Manual Handling	This affects everyone at events. This is	4	3	12	Members should plan activities beforehand to ensure no/minimal manual handling. If manual handling is required,	3	3	9	

	most likely to affect the committee. This could result in people requiring first aid or needing to go to the hospital.				members will divide the load into smaller loads if possible. If not possible, then members will take breaks when carrying the load or multiple members will carry the load. Proper form will be ensured when completing manual handling.				
Excessive noise at events	Excessive noise could result in people having temporary or permanent ear damage, This affects everyone at events but also the wider community e.g. neighbours and nearby places.	4	4	16	A christmas market is a very loud place. All attendees will be made aware of this and advised to take precautions such as earmuffs if required.	2	3	6	
Improper transport to and from events outside university boundaries	This could happen to everyone. This could happen when we are holding events outside the university such as the York Christmas market. This could result in people getting lost	4	3	12	The committee will arrange a meet up spot that is well-lit and visible for attendees in York train station at a specific time. Attendees will be reminded of strict arrival times. Once 70% of members have arrived , then the group will move to the event location. 1 member of the committee will stay behind at the train station for any late arrivals. Live updates will be provided through the society's social media and group chat. This process will be repeated for the return to the university campus. Members will be given responsible person's phone number to ensure that they always have a contact to call if lost.	2	3	6	
Members getting	This could happen to	4	3	12	Members will be reminded to use well-lit areas. Members are encouraged to walk	3	3	6	

home at night after events	events that occur late at night and this could mean that people are in a greater place of harm. This affects everyone.				home with each other and in large groups.				
Dehydration	This could affect the committee and attendees. This could result in people fainting. This is especially critical when walking for long periods of time.	4	2	8	Attendees will be reminded to drink water during the rest periods of the trip..	2	2	4	
Over-exhaustion	This could happen to all members and committee. This could result in people requiring first aid and/or people going to the hospital. This could result in temporary pain.	4	3	12	Rest points will be accounted into the trip. Members will be attentive to attendees showing signs of exhaustion. Committee are aware of first aid and health and safety.	2	3	6	
Excessive alcohol consumption	This affects committee, society members, attendees and members of the public. Excessive alcohol consumption can lead to antisocial	4	4	16	Committee members will monitor alcohol consumption during the trip. Water and non-alcoholic drinks will be advised to consume and responsible drinking will be promoted via pre-event messaging. Safe All committee members will have health and safety training. Appropriate services	2	3	6	

	behaviour, accidents or alcohol poisoning.				such as an ambulance to be called in the event of an emergency.				
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