

CLUB AND SOCIETY RISK ASSESSMENT		Degree of Risk		Risk Rating Matrix						
Society Name:	LUU BPM Electronic Music & DJ Society	Likelihood		Severity						
Category:	Music	5	Inevitable	Likelihood		1	2	3	4	5
Author(s):	Oma Thompson (President)	4	Highly Likely		1	1	2	3	4	5
Author(s) signature and date:	Oma Thompson 13.08.26	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]	Severity			5	5	10	15	20	25
Locations:	Open Decks primarily, and occasionally other venues across Leeds including Jamrock, Wharf Chambers, Hyde Park Book Club, The Fenton and Headrow House.	5	Very high - multiple deaths		Risk rating score		Action			
Details of Activities:	This society caters for people interested in electronic music, producing and Djing. This includes Djing workshops, weekly open decks, music	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				

	production workshops, socials at Leeds local music venues/events, and talks to encourage the celebration and education of underground and electronic music history (more specifically in Leeds).	1	Nil - Very minor	
People who may be affected:	• Society members and participants • Members of the public • Staff			

<i>Identify Hazards</i>		<i>Estimate the risk</i>			<i>Evaluate the risk</i>				<i>Evaluate residual risk</i>
Hazard	How may harm result?	Li ke lih ood	Se ve rit y	Ra ti ng	Risk control measures	Li ke lih ood	Se ve rit y	Rat ing	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
Tripping/ getting caught on wires	Members of the society (either performing or in attendance of socials) can get caught on	4	1	4	Hosts will warn participants and members of the society of areas of hazard and provide assistance with cables, in addition to any other queries a member may have. Larger cords are typically stuck down together and on the floor in a discrete location to prevent	3	1	3	

	wires on the floor or near equipment creating the risk of any staff or members of the society falling/tripping.				them being a nuisance or getting damaged.				
Slips, trips, and falls	Members of the society/staff of venues within the space of the events with alcoholic/non-alcoholic beverages may spill beverages resulting in the risk of slipping/falling. Students, members and guests may be	4	1	4	Ensure that during spillages, committee members are made aware or directly inform a member of staff is made aware or to clean the spillage as soon as possible Complete an individual risk assessment if necessary Hosts to check the event space ahead of guest arrival, reporting any issues to the appropriate personnel to be rectified immediately. Contacts can readily access help when required. Briefed with appropriate contact details. CHECK FOR BROKEN GLASS/HAZARDS Ensure meeting space is appropriate for the activity, checking capacity limits pre-	3	1	3	

	injured if they trip over objects or slip on spillages				event and managing crowd traffic. Ensure no objects left out for potential of theft or tripping. Notify the venue of spillages. Duct tape cables out of areas with high foot traffic				
Spillages on equipment	When hosting socials or events, there is a risk that beverages (alcoholic and non-alcoholic) may be spilled on equipment if in close proximity. This can result in equipment damaged or electric-related consequences such as fire (highly unlikely but should be considered)	3	2	6	Ensure liquid consumption occurs at a distance from equipment Only the member using equipment places their drink at a safe distance During workshops, allow only water to be consumed to ensure everyone is fully aware Allow water in the room, but only in a certain corner. Ensure hosts are vigilant throughout events	2	2	4	

Noise level of music	Participants DJ'ing at socials or workshops/ members attending socials risk possible ear damage from sound equipment due to poor equipment standards. Vulnerable people (such as those with neurodivergence) may have noise sensitivity and are at the risk of overstimulation	3	2	6	Frequently monitor trim level on equipment to ensure all levels are appropriate and do not exceed to the point of extreme bass or bad sound quality that can damage hearing and speakers alike. Place speakers throughout the room to allow equal sound dispersal throughout the space, so the front of the room isn't too loud and the back too quiet. Damaged or broken equipment is not used and is replaced. As always- equipment audits up to date. -Provide access to ear protection OR recommend it in pre-event guidance. -Provide ear plugs at events to prevent ear damage -Have volunteers from societies that are trained or experienced with people who have noise sensitivity	2	2	4	
Accessibility in venues	Members of the society who have	2	2	4	-Check venues if there are steps, are there alternative entrances for wheelchair access	2	1	2	

	disabilities may be at risk if the building of the venue/social is inaccessible				-If a wheelchair user opens the door will it stay open to allow them to enter. -Check venue has disabled toilets. Ensure they are wheelchair accessible				
Use of Electrical equipment i.e speakers	Students, staff, and members of public may be at risk of fire, burns, or shock	2	3	6	-Valid PAT test by LUU staff is undertaken prior to use. - Electrical risk assessment if at an external venue. - Ensure hazards are relatively out of the way - Ensure all members are aware of fire exits and assembly points. - Ensure all exits are not blocked by any obstacles.	1	3	3	
Using vehicles for society purposes	Student members are at risk of road injury	1	3	3	-Only drivers who have completed the authorised driver process with the LUU activities team ahead of trip can drive. - Committee to ensure drivers driving large vehicles have completed MIDAS training through the LUU Activities team ahead of trip. - Driver to complete pre driving check ensuring vehicle is safe to drive.	1	3	3	

					- Emergency first aid kit, food water and blanket are in the car pre travel. - Driver to adhere to UK government road safety legislation. - Driver to check weather conditions ahead of driving at starting location, route and end destination. - Committee to plan route service rest breaks ahead of journey. - List of passengers - Driver to adhere to UK government road safety legislation.				
Lifting and carrying	Students or participants may be at risk of injury when carrying heavy equipment such as speakers	4	1	4	-Ensure person carrying equipment has the correct posture and bends down before lifting -If possible use trolley provided by venue or LUU -Multiple committee members carry/aid with items that cannot be lifted by one person	3	1	3	
Social night out Illness due to	Students and members of the society attending	3	3	9	-Pre-visit the venue to ensure there is existing safety protocol and there is no venue history of an unsafe environment or over-	2	2	4	

intoxication, drug misuse, dehydration	socials arranged by the committee at on or off campus sites are at risk of the consequences of alcohol consumption . This can include students at risk of losing group and being separated from the group, inappropriate behaviour towards other group members may occur, excessive amounts of alcohol consumed resulting in illness or the risk of being				capacity. - Host members attend a meeting divulging safety protocol, measuring techniques and vigilance training. - Members in the evening dedicated to ensuring welfare of the group. These members will wear identifiable objects and can provide safe, non-judgemental support to members throughout the night. - Welfare officer/other members asked to support and identify intoxicated people at risk. - Chat containing all prior information, available throughout the night. - Members aware of the LUU constitution and code of conduct relating to appropriate behaviours. - Ensure all members are aware that alcohol consumption is a personal choice at a social event. - ensure venue staff at venues we work with are trained to deal with any negative consequences of social nights out				
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