


							Degree of Risk	Risk Rating Matrix
Severity								
Likelihood		1	2	3	4	5		
	1	1	2	3	4	5		
	2	2	4	6	8	10		
	3	3	6	9	12	15		
	4	4	8	12	16	20		
	5	5	10	15	20	25		
CLUB AND SOCIETY RISK ASSESSMENT								
Severity								
5	Very high - multiple deaths							
4	Highly - death, serious injury, permanent disability							
3	Moderate - Off Uni/work for at least 5 days							
2	Slight - First aid treatment							
1	Nil - Very minor							



Risk rating score	Action
1 - 4	Broadly acceptable – no action required
5 - 9	Moderate - Reduce risks if reasonably practicable
10 - 15	High risk - Priority action to be undertaken
16 - 25	Unacceptable - Action must be taken immediately

Society Name:	LUU Feminist Society
Category:	Political and Campaigning
Author(s):	Ruby Lowthorpe - President
Author(s) signature and date:	Ruby Lowthorpe 29/07/2025
Persons Responsible:	Ruby Lowthorpe - President Madaleine Hallam - Vice President Emilia Kuchta - Secretary Vaibhavi Shekar- Treasurer Emily Carter - Political and Campaigning Officer

Staff Sign Off:	[Signature] [Date]
Staff Additional Check:	[Signature] [Date]
Locations:	LUU - Function, Pyramid, University rooms The Eldon Homes of Committee members Pubs, bars, nightclubs in Leeds

Likelihood	
5	Inevitable
4	Highly Likely
3	Probable
2	Unlikely
1	Remote possibility

Social night out - Alcohol	<p>Illness due to intoxication, drug misuse, dehydration.</p> <p>Alcohol consumption may take place at the social.</p> <p>Students at risk of losing group and being separated from the group.</p> <p>Students acting inappropriately to other group members.</p>	3	2	6	<p>Committee to ensure the venue is appropriate pre-event, visiting venue etc.</p> <p>Committee to attend social guidelines training in how to ensure a social is safe and inclusive.</p> <p>Committee to recognise and support intoxicated members and seek first aid assistance in venues.</p> <p>Designated welfare officers for nights out.</p> <p>Use of pre communicated venue details, locations times etc to all members.</p> <p>Committee contacts designated as emergency point of contact for the social event.</p> <p>Ensure all committee members are aware of the officer code of standards.</p> <p>Committee to communicate to all club members the LUU constitution and code of conduct relating to appropriate behaviours.</p> <p>Ensure all members are aware that alcohol consumption is a personal choice at a social event.</p>	2	2	4	
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Art and Music socials - use of Electrical equipment i.e speakers, guitars.	Electric shock (from coming into direct contact with bare wires of an appliance) Secondary injury from electric shock (burns and fire caused by electricity, falling off a ladder if shocked at height)	2	4	5	<p>Committee to ensure all equipment used by the society is PAT test by LUU staff prior to use.</p> <p>Committee ensures equipment audit is up to date with PAT test dates.</p> <p>Committee to check if at an external venue electrical risk assessment.</p> <p>Check all attendees are aware of fire exits and procedures.</p>	1	3	4	
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Weekly meetings, slips, trips and falls.	Members, committee and staff helping to set up events may be at risk of injury or discomfort.	3	2	4	<p>Committee members to check meeting space ahead of student/visitor arrival.</p> <p>Report any issues with the LUU room or space to the duty manager ahead of activity i.e large boxes in the room ahead of meeting.</p> <p>Committee members aware of contacting LUU help and support team if needed.</p> <p>Committee members to ensure meeting space is appropriate for the activity, pre-event i.e room capacity numbers and booking of room spaces with Activities team.</p> <p>Committee to ensure students, visitors entering the room store personal belongings in a safe manner i.e bags placed under the tables.</p> <p>Committee members to ensure any spills are cleared up immediately by reporting to the duty managers.</p> <p>Check all attendees are aware of fire exits and procedures</p>	1	1	3	
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Fire in meeting rooms	<p>Injury caused by heat and flames</p> <p>Suffocation or poisoning from smoke</p> <p>Injury from the collapse of a building</p>	1	5	5	<p>When a fire alarm sounds, the committee immediately stops the activity and members evacuate the location.</p> <p>Committee to consider prior to the event where the entrances and fire exits are, whether these routes are well-lit and suitable for the accessibility needs of members, and whether members know what to do when an alarm sounds/fire is spotted.</p>	1	3	4	
Stress, anxiety and mental distress caused by an unpleasant socialising environment	Mental strain, any feelings of isolation.	1	3	2	<p>Ensure that the society is inclusive at all times and the environment we choose to conduct socials in is suitable.</p> <p>Committee member to view the location before hosting a social there.</p> <p>Committee members undergo training to ensure the mental wellbeing of members is at the forefront of the society.</p> <p>No one to be left out or isolated during socials.</p> <p>Create a positive and accessible community on the Whatsapp group and on social media where members can contact the committee with any issues regarding mental wellbeing in relation to flagging up issues with certain environments.</p>	1	1	1	