

The Source Arts Centre Risk Assessment Form

Definitions

- Hazard:** Is anything (situation, source, process or item) that has the potential to kill, or cause injury, ill-health, harm, and damage to property damage to equipment, damage to the environment or a combination of these.
- Risk:** Is the combination of the *likelihood* and the *severity* of a specified hazardous event. A risk therefore always has two elements:
- The likelihood that the hazard will fulfil its potential
 - The severity of the hazardous event.
- Existing Controls:** Identify existing controls and implement additional control measures as necessary.
- Risk Rating:** The magnitude of the risk associated with the hazard can be calculated and compared to others, if we allocate numerical scales to the likelihood and severity. Depending on the methodology adopted, a rating scale is used to identify the high risk activities etc. and therefore corrective action and control measures can be prioritised.
- Acceptable Risk:** Ideally we should aim for the total elimination of all risks from the workplace. If this cannot be achieved, then we have to reduce the risk to an acceptable level. To do this we must make a balanced judgement about the risk rating against the time, trouble, resources and cost of the steps needed to remove or reduce it. *Remember there is no such thing as total safety.* The purpose of risk assessment is to implement control measures to reduce any existing unacceptable risk ratings down to an acceptable or low level. This principle is known as the A.L.A.R.P principle. **As Low As Reasonable Practicable.**
- Accident:** An unplanned or unexpected event or sequence of events, which results in loss, injury or damage. An accident can also be a near miss which did not result in loss, injury or damage but had the potential to do so.
- Safety:** Freedom from danger and the risk of injury.
- Health:** Freedom from bodily or mental disease or decay.

Likelihood by Severity Risk Assessment System

The standard system in use in The Source Arts Centre is to rate both the likelihood and the severity of an accident on a scale of 1 to 5 and multiply the figures for both to give a risk rating, which will be between 1 and 25. This will indicate the risk level and timetable required by management to eliminate or reduce the risk level. See table below.

Severity of Accident		Likelihood of an Accident		Risk Level Calculation		Guideline Action Timetable
Negligible –	1	Unlikely –	1	1 – 2	Acceptable	No Action
Slight –	2	Possible –	2	3 – 5	Low	Prioritise after medium risk actions complete
Moderate –	3	Quite Possible –	3	6 – 10	Medium	Prioritise after high risk actions complete
Severe –	4	Likely –	4	11 – 15	High	Prioritise Action as soon as Practical
Very Severe –	5	Very Likely –	5	16 – 25	Very High	Action Urgent
Name of Event:						Date of Event:

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Form completed by:

No.	HAZARD IDENTIFIED	RISK	NO. AT RISK	WHO IS AT RISK	EXISTING CONTROLS	SEVERITY 1= Negligible 5 = very severe	LIKELIHOOD 1=unlikely 5 = very likely	RISK LEVEL CALCULATION Severity x likelihood 1= acceptable 25 = very high

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The Source Arts Centre, Thurles, Co Tipperary <http://www.thesourceartscentre.ie/>