

Event Risk Assessment:

Title: 203 Field Hospital Army Medical Services

Date: 01/05/2019

Event Description	
Department:	203 Field Hospital
Event Location:	MOD Detachment. Morfa SA12HP
Event Organiser (Module Lead) Name	Tania Davies
Student Event Manager	Tania Davies
Student Treasurer	
Numbers of students attending	24
Students with additional needs (please describe)	Not known
Numbers of staff attending	4
Number of first aiders attending	
Start Date:	01/05/2019
Return Date:	01/05/2019
Event Details:	203 Field Hospital

Examination and Description of Health and Safety

Legislation Included (750 words minimum)

The management of health and safety at work regulations 1999

Managing and controlling the risks in the workplace is the main focus of this regulation as employers, managers and others with responsibility for health and safety at work are responsible for thinking about what might cause harm to an employee or visitor and decide how to prevent or lower the risk of harm. This is compiled into a risk assessment and is required by law for a business to obtain, however employers with four or less employees are not required to write a risk assessment, a risk assessment is undertaken to identify the real risk's and hazard's and which will cause the most harm.

A risk assessment includes:

Hazard

This can be from non-routine operations, long term hazards to health such as noise or exposure to harmful substances, working from heights, chemicals and machinery etc.

Who might be at risk of harm

This must be included within the risk assessment, this can include members of the public, employees, lone workers, visitors and contractors etc. Including who may be a potential risk of harm for each hazard can potentially control the risk.

Evaluating the risk

This entails how likely is the hazard going to cause harm which can be displayed as low, medium or high risk.

Controlling of risk

Environment Protection Authority Victoria (2018) demonstrates that controlling of the risk can include removal of the risk, issuing protective equipment,

preventing access to the hazard, providing first aid facilities and washing facilities.

Completion of action

Sky Guard (2019) expresses that a proper check should be made and asked who and how many people might be at risk of harm, the safety measures should be acceptable and the outstanding risk should be low, involving staff in the process can benefit the company as they may have seen a potential hazard that might not have been recorded.

Regular review of risk assessment

The Health and safety executive (2019) explains that a risk assessment should be reviewed on any occasion when a new job brings compelling new hazards. New staff should be checked against the risk assessment on how they work to ensure health and safety. A review should also take place whenever something happens to alert the employer, this can include high volume of sickness, high staff turnover, stress or complaints, staff returning to work after a long period of time or when an employee is pregnant or breastfeeding.

Health and safety, first aid regulations 1981

First practice management (2019) details that this regulation requires employers to supply acceptable and suitable supplies, facilities and designated persons to enable first aid to be given to employees who may have incurred an injury or become ill at work. The designated persons to enable first aid should be available at all times when people are at work. A first aid box must be provided at each location of the workplace and restocked when required. Staff must be made aware of the location of the first aid box and knowledge of the first aiders names.

The British red cross (2019) points out that having a fully trained first-aider varies into categories of organisations and number of employees hired by organisations, as a smaller

business may not require a fully trained first aider due to the number of employees employed and business type. Health and Safety Executive (2019) provides guidance on, managing the arrangement of first aid, necessities and training for first-aiders, requirements for appointed persons, making employees aware of first-aid arrangements, first aid and the self-employed and finally cases where first-aid regulations do not apply.

RIDDOR is the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 1995.

Occupational safety and health consultants register (2019) explains that employers, self-employed persons and people who are in control of a premises, are required by law to report specified incidents and accidents in the workplace, this can range from little to severe and dangerous occurrences which can include death.

Tendring district council (2019) demonstrates the importance of this regulation as It is the employer's legal requirement to report all incidents, as well as ill health at work, no matter how big or small. A record must be kept in order and up to date to be legally compliant which can include recording all reportable accidents, injuries, illnesses, dangerous incidents, work-related deaths and specific injuries lasting more than seven days, keeping all records in a file also known as an accident book, on a computer or a written log. The health and safety executive website is the online location where RIDDOR reporting is logged. Employers should understand any patterns in injuries or accidents when undertaking risk assessments. The Data Protection Act (2018) specifies that all employers must keep strict confidentiality records of employees, stored away securely and safely to ensure compliance.

It is also important that employers with more than ten employees must have an accident book, although companies of quarries, mines and factories must have one. RIDDOR records must be kept for a minimum of 3 years after the date of the last incident in the book but is advised that RIDDOR records are kept for 5-6 years in order to allow time for any civil litigation to be made.

Finally, after an incident and accident, it must be reported within a ten-day timeslot.

Health and safety executive (2019) suggests' and details what information is required to be logged for a RIDDOR report, which includes a date, time and location of the incident, personal details of the person involved and finally a description of the injury, illness or occurrence.

Event Risk Assessment

Ref	Hazard / Task / Activity Area of Concern	Persons at Risk	Existing Controls	Describe Any Further Controls Actions Needed	Actions By Whom	Action By When
1	Transportation factors	Students and tutors attending the event via transportation. 24 students Bus driver 4 staff	Transportation to have attained an up to date full MOT (ministry of transport) and service. Bus Driver to have relevant driving license and insurance.	Evidence of MOT, Service, driving licence and insurance. Event should not take place if evidence has not been provided to UWTSD as organisers of event. Brake down cover.	University of Wales Trinity Saint David's organising event	01/05/2019
2	Insurance factors	All staff, members of the public, students who enter the premises	Public Liability insurance and employer's liability insurance cover of 203 Field Hospital	UWTSD to see a copy of these documents to ensure safety for all students attending.	203 Field Hospital- Army services And University of Wales Trinity Saint David's	01/05/2019
3	Individual student and staff factors and information. Persons with conditions of asthma, epilepsy, allergies, pregnancies, disability, health etc.	Individual with conditions of concern could be at risk.	Requirements of specific adjustments or support during event. Obtain information of condition with next of kin contact details, GP	Ensuring that the relevant information is taken to the event by a staff member in case of an emergency.	University of Wales Trinity Saint David's	01/05/2019

			contact details and personal information. Ensuring that there is a first aider present at all times.				
4	Fire	All persons attending and working at the event.	Fire Policy and controls obtained. Fire exits and fire extinguishers up to date. Regular fire drills to ensure staff's competence and knowledge. Fire safety officer on site.	To give all visitors an induction to fire exits and fire drill meeting point.	203 Field Hospital, Army services	01/05/2019	
5	Non-appropriate clothing, behaviour etc.	Individual with inappropriate clothing and behaviour	Advise visitors on what activities are held at the event and indicate what is appropriate clothing to avoid non participation.	Individuals wearing non-appropriate clothing will result in non-participation.	203 field hospital- Army services to notify University of Wales Trinity Saint David's to inform students of what is appropriate clothing for the event.	24/04/2019	

I personally believe that risk assessments have a positive aspect to the workforce as it shows that management and employers have taken the time to consider and report every aspect of potential harm within the workplace. Risk assessments display that the employers or head of health and safety have recognised the risks involved within the workplace and pin pointed who can be affected by the hazard. I can understand the time it may take to complete a risk assessment for each time new equipment has been brought in, however I feel that risk assessments are there to prevent harm to everyone working and visiting the organisation. I strongly believe that by having an acceptable risk assessment in place can provide a safe and stress-free environment. Having the employees to undertake health and safety training and awareness of their surroundings is a beneficial element due to them being alert of health and safety precautions and potential hazards to prevent harm on themselves and others at the organisation. As this is a legal requirement, I strongly argue that employers should not just complete a risk assessment in, but to recognise patterns of concerns when related to the workplace, this can include high volume of staff sickness relating to work, manual handling errors that need to be addressed and re-training.

Every business wants to reduce and prevent harm from occurring in their organisation, therefore a risk assessment is the necessary requirement needed to obtain this goal.

References

British Red Cross (2019) Choosing an appointed person or first aider. Available at: <https://www.redcrossfirstaidtraining.co.uk/Courses/First-aid-legal-requirements/Choosing-first-aid-er-appointed-person.aspx> (Accessed 18/03/2019)

Environment Protection Authority Victoria (2018) Assessing and controlling risk: A guide for business. Available at: <https://www.epa.vic.gov.au/~media/Publications/1695.pdf> (Accessed 18/03/2019)

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Work Smart (2019) How often should a risk assessment take place? Available at: <https://worksmart.org.uk/health-advice/health-and-safety/hazards-and-risks/how-often-should-risk-assessment-take-place> (Accessed 18/03/2019)