|  |  |
| --- | --- |
| **Reference Number:** |  |

Scientific Risk Assessment

# Assessment Details

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Persons completing / reviewing risk assessment** | | **Title / Position** | | | **Department / School / Subject** |
|  | |  | | |  |
|  | |  | | |  |
| **Date assessment was carried out** | | | **Review frequency and next review date** | | |
|  | | |  | | |
| **Activity title** | | | | | |
|  | | | | | |
| **Date/s of activity** | **Location/s of activity** | | | **Staff to student numbers / ratio (if applicable)** | |
|  |  | | |  | |
| **Description / summary of activity** | | | | | |
|  | | | | | |

# Risk Assessment

| **What are the hazards?** | **Who might be harmed by the hazard and how?** | **What are you already doing to control the risks?** | **Are further actions required? (Y/N)** | **Corresponding action numbers in Action Tracker** |
| --- | --- | --- | --- | --- |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

# Emergency Actions

|  |  |
| --- | --- |
| **First aid:** |  |
| **Fire:** |  |
| **Spills:** |  |
| **Other:** |  |

# Action Tracker

| **Action number** | **What further actions Are Required to Control the Risks?** | **Who needs to carry out the action?** | **Target date for action?** | **Initial when action completed** | **Progress comments** |
| --- | --- | --- | --- | --- | --- |
| 1 |  |  |  |  |  |
| 2 |  |  |  |  |  |
| 3 |  |  |  |  |  |