ANALYTICAL RISK ASSESSMENT

Practical training the use of evacuation chairs

Department Name:	Training Team
Risk Assessment For:	Practical training the use of evacuation chairs
User Department:	Training Team
Created By:	Jamie Green
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Version	Date of Issue	Authors	Reason for Issue
2.1	05/04/2025	J Green	New document format – new issue.

Term	Definition	Term	Definition
Accident	An unplanned and uncontrolled event which gives rise to harm.	Likelihood (L)	The number of occasions on which a given event is expected to occur over a given time.
Consequence or impact	The outcome of an accident.	Mitigation	Reduction in risk due to the introduction of risk controls.
Controls	Measures that may be introduced with the intention of reducing risk.		The rate given to the control measures associated with the hazard and risk; either High, Medium or Low
Harm	Any kind of safety loss, including fatalities and injuries		The result based on the existing control measures or prior to implementing further control measures, in order to reclassify the rating to achieve the desired result. Being either: • 'H' High Risk • 'M' Medium Risk • 'L' Low Risk
Hazard	Anything with the potential to cause harm (or loss).		A combination of the likelihood of the harm occurring and the severity of the consequences.
Incident/ Near miss	An unplanned and uncontrolled event that does not give rise to harm, but which under different circumstances could have resulted in an accident.		A measure of the significance of consequences

Ranking risks is necessary in order to identify their relative importance. The degree of risk associated with a particular hazard depends on the likelihood of it causing an accident and the probable severity of the consequence of such an accident.

This ranking system involves classifying likelihood (in terms of frequency) and severity each on a five-point scale and then multiplying them both together to give the risk ranking as follows:

RISK = SEVERITY x LIKELIHOOD

The ranking values can then be grouped into four broad classes of risk:

RISK RATING KEY	LOW 0 – ACCEPTABLE OK TO PROCEED	MEDIUM 1 – ALARP (as low as reasonably practicable) TAKE MITIGATION EFFORTS	HIGH 2 – GENERALLY UNACCEPTABLE SEEK SUPPORT	EXTREME 3 – INTOLERABLE PLACE EVENT ON HOLD

		SEVERITY			
		ACCEPTABLE LITTLE TO NO EFFECT ON EVENT	TOLERABLE EFFECTS ARE FELT, BUT NOT CRITICAL TO OUTCOME	UNDESIRABLE SERIOUS IMPACT TO THE COURSE OF ACTION AND OUTCOME	INTOLERABLE COULD RESULT IN DISASTER
LIKELIHOOD	IMPROBABLE RISK IS UNLIKELY TO OCCUR	LOW – 1 –	MEDIUM – 4 –	MEDIUM – 6 –	HIGH – 10 –
	POSSIBLE RISK WILL LIKELY OCCUR	LOW – 2 –	MEDIUM – 5 –	HIGH – 8 –	EXTREME – 11 –
	PROBABLE RISK WILL OCCUR	MEDIUM – 3 –	HIGH – 7 –	HIGH – 9 –	EXTREME – 12 –

		Initial Risk Rating No Controls				Risk Scores >6 Are Intolerable For This Undertaking	Risk Rating Additional Controls				Additional Controls Should Be Considered For Risk Scores >4 For This Undertaking	Final Risk Rating			
Hazard:	Person(s) at Risk:	Severity	Likelihood	Risk Score	Tolerable?	Control Measures:	Severity	Likelihood	Risk Score	Tolerable?	Additional Control Measures:	Severity	Likelihood	Risk Score	Tolerable?
Slips trips & falls. Moving around training area and/or during evacuation.	Instructors Students	High	Probable	**9**	No	Adequate lighting around training area. Minimise students near or on staircases and ensuring group instructions & briefings take place away from areas of potential fall from height. Briefing of emergency actions during 'housekeeping' introductions.	Medium	Possible	**4**	Yes	Pedestrian barriers and signage to prevent use of staircase by bystanders whilst training takes place.	Medium	Improbable	**4**	Yes
Manual Handling. Muscular & skeletal injuries.	Instructors Students	Medium	Probable	**7**	No	Instructors and students to have undertaken manual handling training. Students to first operate chair unladen. Minimum 2 persons to operate chair laden with occupant. Appropriate and tested equipment for the task. For example, evacuation chairs shall be CE marked.	Medium	Possible	**5**	Yes	Instructors to consider abilities of students and tasks being asked to be carried out. Appropriately matching occupant in chair with those carrying out the evacuation task.	Medium	Possible	**4**	Yes

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Sign Off Date:	04th April 2025
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