

Risk Assessment Form

Date of assessment:

Recruitment, project, event or activity:

Assessor & Organiser:

Pre Assesed & Identified Risk					Assessed & Revised Risk		Revised		
What are the risks?	People affected	Likelihood (A)	Severity (B)	Risk factor (AxB)	Mitigating Controls and Precautions	Action by who?	Likelihood (A)	Severity (B)	Risk Factor (AxB)
Safeguarding									
Health & Safety									
Data									

Use this table to determine risk factor:

Risk Factor = Hazard likelihood x Hazard severity (AxB)		
Hazard Likelihood A		Hazard Severity B
5	Certain or Highly Likely to Occur	5 Severe risk: Life may be in danger, risk of major injury or serious physical or mental ill health.
4	Frequent or Likely to Occur	4 Major harm, major damage or loss to property or equipment
3	Possible	3 Harm, lost time
2	Unlikely	2 Minor harm, minor damage to property or equipment
1	Remote	1 Insignificant, trivial
17-25 Unacceptable: stop activity and make immediate improvements		
10-16 Tolerable: look to improve within specified timescale		
5-9 Adequate: look to improve at next review		
1-4 Acceptable: no further action, but ensure controls are maintained		

This risk assessment template is provided by Meningitis Research Foundation (MRF) to help you plan safe and appropriate fundraising activities held in aid of the charity. It is intended as a guidance tool only and does not cover every potential risk or legal requirement. By completing this form, you acknowledge that you are organising your activity independently and accept responsibility for ensuring it complies with all relevant laws, health and safety guidance, insurance requirements, and local authority permissions. MRF cannot accept liability for any loss, damage, or injury arising from your event or activity. If you are unsure about any aspect of your plans or risk assessment, please contact your MRF representative for advice before proceeding.