

How to Fill Out a Risk Assessment

Step 1: Identify and list your Hazards/Risks & who may be harmed

eg. Contracting Covid-19 during rehearsal – all members of the group

Step 2: Identify the severity of your Hazard/Risk using the chart below

Please note: Covid-19 is always a Level 5 Risk

Severity of Hazard/Risk
1 = Minor Injury
2 = Major Injury
3 = Serious Injury
4 = Single Death
5 = Multiple Deaths

Step 3: Identify the likelihood of your Hazard/Risk using the chart below

eg. The likelihood of contracting Covid-19 during a rehearsal is 2, as it is possible.

Likelihood of Hazard/Risk
1 = Unlikely
2 = Possible
3 = Quite Possible
4 = Likely
5 = Very Likely

Step 4: Find your Risk Factor

Risk Factor = Severity multiplied by Likelihood

eg. Risk: Contracting Covid-19 during rehearsal

Severity: 5

Likelihood: 2

Risk Factor: 10 (5x2)

Step 5: Assess your Risk Factor using the chart below

Risk Factor
1-5 = Acceptable
6-8 = Acceptable with close supervision
9-15 = Unacceptable - needs reviewing
16-25 = Not allowed - Risk too high

eg. Our example scenario has a Risk Factor of 10, which is unacceptable and therefore needs reviewing

Step 6: Review your Hazards/Risks if necessary

If any of your Hazards/Risks have a Risk Factor of 9 or higher, they need to be reviewed.

To do this, you must outline the actions you will take to bring down the likelihood of your risk. You can then find your updated Risk Factor

eg. To bring down the likelihood of contracting Covid-19 during rehearsal, some actions to be taken could be: working socially distanced, minimising touch points, regularly washing hands/using hand sanitiser, wearing face coverings, following the guidelines put in place by Dance Ireland and the HSA, not sharing props, etc.

With these Actions in place, our example scenario can have an updated likelihood of 1, as it is now unlikely.

Remember: Covid-19 is always 5 on the severity scale.

Severity 5 x Likelihood 1 = Updated Risk Factor 5

Severity of Hazard	X	Likelihood of Hazard	=	Risk Factor
1 = Minor Injury		1 = Unlikely		1-5 = Acceptable
2 = Major Injury		2 = Possible		6-8 = Acceptable with close supervision
3 = Serious Injury		3 = Quite Possible		9-15 = Unacceptable - needs reviewing
4 = Single Death		4 = Likely		16-25 = Not allowed - Risk too high
5 = Multiple Deaths		5 = Very Likely		