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| **DEPARTMENT /TEAM:** | TATE EXCHANGE, LEARNING  | **PROGRAMME TITLE:** |  |
| **DATE OF ACTIVITY:** |   | **VENUE/ LOCATION:**  | LEVEL 5 SWITCH HOUSE, TATE EXCHANGE  |
| **COMPLETED BY:** **ROLE:** |  | **DATE RA COMPLETED:**  |  |
| **ASSESSED BY:****ROLE:** |  | **DATE OF REVIEW:** |  |
| **MANAGEMENT SIGN OFF :****(SEE FOOTNOTE BELOW)** |  | **DATE OF SIGN-OFF:** |  |
| **DETAILS OF ACTIVITY**  |  |

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| **RISK ASSESSMENT RISK RATING KEY** | **Potential Severity of Harm (across)** |
| **Likelihood of Harm Occurring (below)** | SLIGHTLY HARMFUL (SH) | HARMFUL (H) | MAJOR HARM (MH)(RIDDOR) | EXTREMELY HARMFUL (EH) |
| VERY UNLIKELY (VU) | **Minimal** | **Tolerable** | **Moderate** | **High** |
| UNLIKELY (U) | **Tolerable** | **Moderate** | **High** | **Substantial** |
| LIKELY (L) | **Moderate** | **High** | **Substantial** | **Intolerable** |
| VERY LIKELY (VL) | **High** | **Substantial** | **Intolerable** | **Intolerable** |

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| **Risk No.** | **Description of Hazard** | **Who might be harmed** **and how** | **Control measures in place** | **Evaluation of risk****(see matrix)** | **Control measures in place adequate** | **Further actions required**  |
| **Severity of Harm** | **Likelihood of****Harm** | **Risk Rating** | **Y/N** |
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| Do any of the activities being assessed fall into the definition of “regulated activity” involving children or vulnerable adults?Are there any other safeguarding issues that need to be considered?Please refer to [Tate’s Safeguarding Policy and Procedure](http://tatenet/Directors%20Office%20and%20Planning/Tates%20Policies/Safeguarding%20Policy%20March%202016.pdf) | **Yes** | **No** | Please note the nature of the activity and get in touch with your local DSO or another member of the DSO network for advice.  |
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| **Management Notes** | **Date & Sign on Completion of recommendations:** |
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