

Key Guidance This section provides a quick overview of some of the key concepts in risk assessment. Refer to Notes section for further information. The first line of the risk assessment table, below, shows an illustrative example.

Hazard is anything that may cause harm, e.g. working at height on a ladder.

Risk is the chance that someone or something could be harmed by the hazard, measured by combining (multiplying) the likelihood of it happening with its impact (severity). For example, there may be a 'possible' likelihood that someone that is not competent could fall from a ladder (3 rating – see right) combined with a 'moderate' impact of multiple injuries (2 rating), which creates a score of 6 (low risk). However, the risk should be reduced to as low as reasonably practicable (ALARP) through the implementation of control measures, such as ensuring that only trained people climb the ladder.

Dynamic Risk Assessment compliments generic and specific risk assessment. Regardless of completing this Proforma, it is beholden on the person creating the risk to continue to monitor the activity and the control measures. Any changes to the activity (including the environmental conditions) or the control measures, must be addressed via the mechanism of a dynamic risk assessment such that risks remain ALARP.

Note however that certain categories person/s cannot be deemed competent until their capability is properly assessed.

Likelihood (L)	1 – Remote / Rare	Multipled by	Impact (I)	Equals	Risk Score Calculation				
	2 – Unlikely				Likelihood				
3 – Possible	1	2	3	4	5				
4 – Probable	2	4	6	8	10	15	20	25	
5 – Highly Probable (Almost Certain)	3	6	9	12	15	20	25		
	4	8	12	16	20				
	5	10	15	20	25				

Note: impact number is unlikely to change with control measures

5 Step Process → **Step 1** – Identify the hazards **Step 2** – Decide who might be harmed and how **Step 3** – Evaluate the risks and decide on precautions (control measures) **Step 4** – Record your significant findings and include in instructions/newsletters as necessary. Implement control measures **Step 5** – Review your risk assessment and update as necessary

Area Assessed:	CARLISLE GOLF CLUB - CLUBHOUSE	Assessor (Name):	Clem Cleminson
Activity:	USE OF THE CLUBHOUSE DURING COVID-19 RESTRICTIONS v 5	Assessor's signature:	
Generic or Specific Risk Assessment:	GENERIC	Assessment Date:	13 October 2020
Relevant Publications / Guidelines / Procedures:	Government & National Golf Body and Food Standards Agency Guidelines. Golf Club Action Plan.	Review Date for GRA (Step 5):	Ongoing

(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)	(k)	(l)	(m)	(n)
Ref	Activity / element <i>(Step 1a)</i>	Hazards identified <i>(Step 1b)</i>	Who or what might be harmed and how, e.g. • Members/Golfers – Injury • Club staff / contractors - injury • General public - injury • Environment - spill <i>(Step 2)</i>	Existing control measures <i>(Step 3a)</i>	Assessment with existing controls			Is residual risk acceptable in the context of risk appetite for the activity? <i>(Yes / No) – Refer to Risk Score Calculation above</i> <i>If Yes, move to column (n). If No, identify additional controls</i> <i>(Step 3e)</i>	Reasonable additional controls that can be implemented to reduce risk to ALARP <i>(Step 3f)</i>	Reassessment with additional control measures			List required action(s) to instigate controls <i>(Step 3j)</i>
					L <i>(1 to 5)</i> <i>(Step 3b)</i>	I <i>(1 to 5)</i> <i>(Step 3c)</i>	Score <i>(L x I)</i> <i>(Step 3d)</i>			L <i>(1 to 5)</i> <i>(Step 3g)</i>	I <i>(1 to 5)</i> <i>(Step 3h)</i>	Score <i>(L x I)</i> <i>(Step 3i)</i>	
Example	Using the Practice Net	1. Social distancing. 2. Cross contamination via equipment. 3. Balls exiting the net across the footpath to 1 st hole.	1. Personnel being Covid-19 contaminated – illness. 2. Personnel using the footpath – injury.	1. The net is only large enough to accommodate 1 person at time and personnel advised to adopt Covid-19 queueing protocols (Social distancing). 2. People MUST only use their own equipment; no balls are to be left within the netted area. 3. Greenkeeping staff to periodically check & repair netting structure; users to visually check structure for damage and not use it until repaired. 4. A traffic cone is (could be) kept adjacent to the net and is to be placed on the mat if the net is damaged. This will warn members it is OOB and inform greenkeepers that urgent repairs are required. 5. Periodic marshalling of the course facilities. 6. Club newsletters periodically issued to keep members abreast of practices and procedures where applicable.	2	3	6	Yes					

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1	Access & Egress – Clubhouse via Main Entrance	Cross Contamination	All Personnel being Covid-19 contaminated – illness	Outer door is unlocked and open during opening hours to minimise the need to touch door handles. A two-way system is in operation. Doors are clear glass so people on opposite side can be seen.	2	5	10	Yes	Tables and chairs in foyer removed to create more space. Floor markings to indicate direction of travel. Portable screens used to create barrier between lanes as social distancing cannot be guaranteed in this choke point. Social distancing floor markings. Wedge non-fire doors open to reduce contact with handles. Frequent disinfecting of door handles that must be used. 14/9/20 – Face coverings to be worn when moving within the clubhouse. Face covering sign displayed. Visitors notified in advance. 13/10/20 – Clubhouse to be closed until further notice.	1	5	5	Social distance floor markers Directional arrows Hand sanitisers for entrance
2	Access & Egress – Clubhouse via Side Entrance (near Gents locker Room)	Cross Contamination	All Personnel being Covid-19 contaminated – illness	Outer door is unlocked and open during opening hours. Combination lock on inner foyer door is deactivated. Inner bar area entry door is left open (if not a fire door).	2	5	10	Yes	A sign is placed on both sides of the bar door to inform people that; 'One person at a time to enter/exit the doors and stand clear if entering/exiting at the same time as someone else'. Person entering the Clubhouse has priority. Social distancing floor markings. Wedge non-fire doors open to reduce contact with handles. Frequent disinfecting of door handles that must be used. 14/9/20 – Face	1	5	5	2 x 'Give Way' signs Social distance floor markers Hand sanitisers for entrance

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									coverings to be worn when moving within the clubhouse. Face covering sign displayed. Visitors notified in advance. 13/10/20 – Clubhouse to be closed until further notice.				
3	Access & Egress – Gents Locker Room	Cross Contamination	All Personnel being Covid-19 contaminated – illness	Locker room door lock is deactivated. Locker room door is left open (if not a fire door).	2	5	10	Yes	A sign is placed on both sides of the door to inform people that; 'One person at a time to enter/exit the doors and stand clear if entering/exiting at the same time as someone else'. Person entering the locker room has priority. Social distancing floor markings. Wedge non-fire doors open to reduce contact with handles. Frequent disinfecting of door handles that must be used. 14/9/20 – Face coverings to be worn when moving within the clubhouse. Face covering sign displayed. Visitors notified in advance.	1	5	5	2 x 'Give Way' signs Social distance floor markers Hand sanitisers for entrance
4	Access & Egress – Clubhouse Door (near snooker table)	Cross Contamination	All Personnel being Covid-19 contaminated – illness	Door is unlocked and open during opening hours. Doors are clear glass so people on opposite side can be seen. Door may be entry/exit for people using outside seating area	2	5	10	Yes	A sign is placed on both sides of the door to inform people that; 'One person at a time to enter/exit the doors and stand clear if entering/exiting at the same time as someone else'. Person exiting has priority. Social distancing floor markings. Wedge non-fire doors open to reduce contact with handles. Frequent disinfecting of door handles that must be used.	1	5	5	2 x 'Give Way' signs Social distance floor markers Hand sanitisers for entrance

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									14/9/20 – Face coverings to be worn when moving within the clubhouse. Face covering sign displayed. Visitors notified in advance. 13/10/20 – Clubhouse to be closed until further notice.				
5	Access & Egress – Ladies External Locker Room Door	Cross Contamination	All Personnel being Covid-19 contaminated – illness	Door is unlocked and open during opening hours Door is entry/exit.	2	5	10	Yes	A sign is placed on both sides of the door to inform people that; 'One person at a time to enter/exit the doors and stand clear if entering/exiting at the same time as someone else'. Person exiting has priority. Social distancing floor markings. If personnel wish to enter the main clubhouse via this door they must follow the one way system through the locker room/toilets and not turn immediately left due to narrow corridor. NO ENTRY sign on door signposted to the Clubhouse and on the back of doors. Wedge non-fire doors open to reduce contact with handles. 14/9/20 – Face coverings to be worn when moving within the clubhouse. Face covering sign displayed. Visitors notified in advance.	1	5	5	2 x 'Give Way' signs Social distance floor markers 4 x 'No Entry' signs 4 x '1 Way' signs Hand sanitisers for entrance
6	Bar & Dining Area	Cross Contamination	Club Staff – illness Members – illness Visitors - illness	Entrances & exits to remain at all times. Reduce & socially distance the number of tables & chairs. Keep bar serving area and transit routes clear in order to maintain a 2.5m-3m	2	5	10	Yes	Social distancing floor markings. Directional floor markings in vulnerable areas. Install non-absorbent and easily cleanable covers on each table.	1	5	5	Social distance floor markers Hand sanitisers for entrance & each serving hatch Disinfecting spray & cloth for each table. Serving hatch queue markers

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				passageway. 10-minute teeing intervals will result in a steady but adequately distanced footfall of members. The clubhouse will be open for members only to maintain control over footfall and reduce the likelihood of overcrowding. The 3 central and 2 end serving hatches to remain closed and be covered by a protective screen. 2 x diagonal serving hatches at each end of the bar to be used and fitted with 'T' shaped Perspex screen. Queueing lines for each serving hatch to be clearly marked. Large 1.8m table tops or grouped square tables to be used. 4 chairs per table. Restrict the number of people in the clubhouse to the number of tables/chairs available. Relaxing furniture (armchairs/sofas and coffee tables) to be removed and stored in John More Suite. Secure the door if not a fire door. Mark a Social distancing zone around the coffee making machine. Traditional food ordering station has been relocated behind the main bar.					Each table has disinfecting resources to be used by customers if required. Staff clear & disinfect tables/chairs between occupancy. Customers are encouraged to minimise their time inside the clubhouse. Touch screen BRS monitor only to be used for pairs/team events until the App is updated. Snooker table to remain covered and balls to be cues & to be removed. If TV is used the volume is to remain low and controlled by staff to avoid people having to raise their voices when talking. Staff to conduct frequent sanitisation of tables & chairs. Staff clear & disinfect tables/chairs between occupancy. Staff to conduct frequent sanitisation of the coffee making machine and associated facilities. Staff may need to wear face coverings when serving food at tables or whilst cleaning. 14/9/20 – Face coverings to be worn when moving within the clubhouse. Face covering sign displayed. Visitors notified in advance. 24/9/20 – All personnel are informed of the need to move direct to a vacant and sanitised table, table service is in operation for both food & beverages following the recent Govt announcement. Track and Trace App in use for those with access to the App, manual sign in				Wipeable covers for tables. Perspex & film screens for bar. Floor markers for coffee machine PPE for staff If BRS touchscreen is to be used hand sanitiser required and frequent cleaning of screen by staff. Sanitising spray and cloth for each table. 24/9/20 – Newsletter sent to all members regarding new procedures. Staff briefed on new procedures. Emails sent to all visitors and Open competition competitors regarding new procedures. Table signs indicating that the table is sanitised or not sanitised to be used as a visual indicator for personnel on entering the clubhouse.

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									procedures in place for those without access to the App. 13/10/20 – Clubhouse to be closed until further notice.				
7	Bar Serving Area & Procedures.	Cross Contamination	Club Staff – illness Members – illness Visitors - illness	Only 2 staff members behind the bar at any time. Hands to be sanitised before/after activating/deactivating the alarm system. One serving hatch per staff member. One till per staff member – food ordering till has been moved behind bar. Hand sanitisers, gloves and face coverings available for staff. Door leading into kitchen area is not to be used. Cash payments are not to be accepted. If possible, drinks bottles are to be poured into glasses before serving to customer. Empty drinks glasses are to be taken to the dishwasher via the doorway beside it. Staff to remain socially distanced. Tills etc to be regularly disinfected, especially between users/shift changes.	2	5	10	Yes	Credit/debit card payments or bar card top ups should be ideally contactless. Social distancing floor markings. Only 1 x chip and pin/contactless card reader and due to the need to handle bar cards staff are to wash/disinfect hands after handling payment cards. Beers and spirits could be doubled-up so each end of the bar is self-sufficient. A reduced catering menu to be introduced to help speed up service and reduce extended stays by members. Staff may need to wear face coverings when serving food at tables. 24/9/20 – All orders for food & beverage is table service only. Staff MUST wear face coverings at all times when moving within the clubhouse. 13/10/20 – Clubhouse to be closed until further notice.	1	5	5	2 x 2m cables for till relocation. Shelf for till relocation and relocate optics. Obtain another payment card reader. PPE for staff. Hand sanitisers for entrance & each till.
8	Kitchen Area	Cross Contamination	Club Staff – illness Members – illness Visitors - illness	Only 1 chef in the kitchen per shift. Other staff must not enter the designated kitchen/food preparation area. Chefs are responsible for cleaning cooking pots/pans/utensils. Entry/no entry signs to be displayed on doors.	2	5	10	Yes	One person at a time to enter/exit the doors and stand clear if entering/exiting at the same time as someone else'. Food preparation/cooking area is clearly marked. If staff have to operate in a confined area at the same time as	1	5	5	Floor markings to segregate kitchen area from waiting area. 'No Entry' sign on door leading into the kitchen from the bar. PPE for staff to wear if required. Hand sanitisers for staff.

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				Waitering staff are responsible for cleaning plates/ utensils used by customers.					someone else they are to either maintain Social distancing or minimise the time and/or face opposite directions. Wear PPE if required. Social distancing floor markings. Greens staff using brew making area must obey the house rules. Only pots of tea/coffee or cafetière to be made by waitering staff. Milky coffee etc to be purchased from the coffee machine. A reduced menu to be designed to simplify food orders and speed up turnaround. Chefs & staff to be familiar with Food Standards Agency (FSA) Covid-19 guidelines. 13/10/20 – Clubhouse to be closed until further notice.				
9	Gents Locker Room & Toilets	Cross Contamination	Club Staff – illness Members – illness Visitors - illness	Entrance door is open during opening hours Showers are placed Out of Bounds Middle two urinals are placed Out of Bounds Middle two sinks are placed Out of Bounds	2	5	10	Yes	One person at a time to enter/exit the locker room and inner toilet entrance and stand clear if entering/exiting clubhouse at the same time as someone else. Additional paper hand towels and soap required. Wash Your Hands signs. Social distancing floor markings. Additional sanitising products required for toilet seats. Increased staff cleaning/monitoring regime. Frequent sanitising of door handles. 14/9/20 – Face coverings to be worn when moving within the clubhouse. Face	1	5	5	'Give Way' signs for choke point. 'Out of Bounds' sign for showers. Tape to block off sinks & urinals Sanitising facilities in each toilet cubicle. Wash your hands signs

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									covering sign displayed. Visitors notified in advance.				
10	Ladies Locker Room & Toilets	Cross Contamination	Club Staff – illness Members – illness Visitors - illness	Internal doors (non-fire doors) are wedged ajar to restrict the need to use the handles Showers are placed Out of Bounds Middle sink is placed Out of Bounds	2	5	10	Yes	A one-way system is introduced. Signs marking the on-way route to be clearly displayed. Additional paper hand towels and soap required. Wash Your Hands signs. Social distancing floor markings. Additional sanitising products required for toilet seats. Increased staff cleaning/monitoring regime. Frequent sanitising of door handles. 14/9/20 – Face coverings to be worn when moving within the clubhouse. Face covering sign displayed. Visitors notified in advance.	1	5	5	'Give Way' signs for choke point. 'Out of Bounds' sign for showers. Tape to block off sinks & urinals Sanitising facilities in each toilet cubicle. 'One Way' signs for doorways/corridors. Wash your hands sign
11	Small Gents Toilet - near main entrance	Cross Contamination	Club Staff – illness Members – illness Visitors - illness	One person at a time to enter/exit the toilet entrance and stand clear if entering/exiting clubhouse at the same time as someone else.	2	5	10	Yes	Additional paper hand towels and soap required. Wash Your Hands signs. Additional sanitising products required for toilet seats. Restrict access to 1 person at a time. Increased staff cleaning/monitoring regime. Frequent sanitising of door handles. 14/9/20 – Face coverings to be worn when moving within the clubhouse. Face covering sign displayed. Visitors notified in advance.	1	5	5	'Give Way' signs for choke point. Sanitising facilities in each toilet cubicle. Occupied/unoccupied sign for door. Wash your hands signs

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									13/10/20 – Clubhouse to be closed until further notice.				
12	Disabled Toilet - near main entrance	Cross Contamination	Club Staff – illness Members – illness Visitors - illness	Can only cater for 1 person at a time.	2	5	10	Yes	Additional paper hand towels and soap required. Wash Your Hands signs. Additional sanitising products required for toilet seats. Restrict access to 1 person at a time. Increased staff cleaning/monitoring regime. Frequent sanitising of door handles. 14/9/20 – Face coverings to be worn when moving within the clubhouse. Face covering sign displayed. Visitors notified in advance. 13/10/20 – Clubhouse to be closed until further notice.	1	5	5	Sanitising facilities for toilet seat. Wash your hands signs
13	Staff Locker Room - near main entrance	Cross Contamination	Club Staff – illness	Minimal staff on duty which will restrict use.	2	5	10	Yes	Restrict access to 1 person at a time. Increased staff cleaning/monitoring regime. Frequent sanitising of door handles. 14/9/20 – Face coverings to be worn when moving within the clubhouse. Face covering sign displayed. Visitors notified in advance. 13/10/20 – Clubhouse to be closed until further notice.	1	5	5	Occupied/unoccupied sign for door.

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14	Office	Cross Contamination	Office Staff - illness Visitors - illness	Restrict multiple occupancy as much as possible. Leave entrance door open as much as possible to improve airflow. Screens fitted between and around desks.	2	5	10	Yes	Restrict the use of each desk – no multiple use. Increased staff cleaning/monitoring regime. Frequent sanitising of door handles. Staff to avoid sharing telephones, IT and general office equipment. 13/10/20 – Office staff to work from home unless essential. Approval to be granted by an officer of the club.	1	5	5	Social distancing floor markings
15	Outside Garden Furniture Area	Cross Contamination	Club Staff – illness Members – illness Visitors - illness	Ensure garden tables & chairs are adequately spaced to maintain social distancing (use Ref 6 above as a guide)	2	5	10	Yes	Each table has disinfecting resources to be used by customers if required. Staff clear & disinfect tables/chairs between occupancy. 13/10/20 – Furniture to be removed as it cannot be sanitised between use.	1	5	5	Sanitising spray and cloth for each table. 24/9/20 - Table signs indicating that the table is sanitised or not sanitised to be used as a visual indicator for personnel on entering the clubhouse.
16	Club Shop	Cross Contamination	Club Staff – illness Members – illness Visitors - illness	Entrance door to remain open. Only 1 member of staff on duty at a time where possible. Only three customers at a time permitted in the shop. Hand sanitiser by the entrance door. Hand sanitisers, gloves and face coverings available for staff. Cash payments are to be discouraged.	2	5	10	Yes	A Perspex screen to be fitted around the till area. Credit/debit card payments should be ideally contactless. A one-way system is in place. Face coverings to be worn by customers. Face covering to be worn by staff if they are not behind the screen or cannot maintain social distancing. Customers can touch goods providing they have sanitised their hands. No goods are to be tried on before purchase. Goods that have been returned after purchase MUST be quarantined for 72hrs. Social distancing floor markers.	1	5	5	1 x Perspex screen Floor markings Hand sanitisers & PPE for staff. Sanitiser & sign for entrance. 1 customers at a time' sign for entrance. 01/08/20 – One-way system introduced. 2 customers at a time permitted. Staff to wear face covering.

(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)	(k)	(l)	(m)	(n)
Ref	Activity / element (Step 1a)	Hazards identified (Step 1b)	Who or what might be harmed and how, e.g. • Members/Golfers – Injury • Club staff / contractors - injury • General public - injury • Environment - spill (Step 2)	Existing control measures (Step 3a)	Assessment with existing controls			Is residual risk acceptable in the context of risk appetite for the activity? (Yes / No) – Refer to Risk Score Calculation above <i>If Yes, move to column (n). If No, identify additional controls (Step 3e)</i>	Reasonable additional controls that can be implemented to reduce risk to ALARP (Step 3f)	Reassessment with additional control measures			List required action(s) to instigate controls (Step 3j)
					L (1 to 5) (Step 3b)	I (1 to 5) (Step 3c)	Score (L x I) (Step 3d)			L (1 to 5) (Step 3g)	I (1 to 5) (Step 3h)	Score (L x I) (Step 3i)	
									Display rails to be socially distanced. Staff must wear PPE if required. If staff are in doubt, they should block the shop entrance and use the doorway as the main serving area. Frequent hand sanitising by staff. Sanitise payment card reader after each use. 24/9/20 – shop staff must wear face coverings at all times within the club shop.				
17	Practice Area – Bays & Open Area	Cross Contamination	Club Staff – illness Members – illness Visitors - illness	Each bay/station to be socially distanced. Members are not to use their own golf balls (H&S). Staff only are to dispense balls into baskets. Members should not touch golf balls. Balls to be collected by staff only at the end of each day.	2	5	10	Yes	Basket handles sanitised after & before each use. Balls to be soaked in disinfectant after each collection. Only disinfected balls are to be issued. Disinfectant solution to be changed periodically. Baskets to be collected frequently. Club practice balls are only to be used in the Practice Bay 'Open' Area. Staff MUST wear PPE when handling collected balls and whilst processing them through the cleaning process. 14/9/20 – PGA & England Golf guidance of group coaching/rule of 6 adopted.	1	5	5	
18	Staff Training	Cross Contamination	Club Staff – illness Members – illness Visitors - illness	All staff must receive a return to work Covid-19 induction brief and training pertaining to their role in accordance with this Risk Assessment and the Golf Club Action Plan.	2	5	10	Yes	All staff must adhere to the training guidelines and be prepared to intervene if they see someone about to breach the guidelines. Line management and senior staff to monitor and enforce Covid-19 procedures. 24/9/20- All staff are to	1	5	5	

(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)	(k)	(l)	(m)	(n)
Ref	Activity / element (Step 1a)	Hazards identified (Step 1b)	Who or what might be harmed and how, e.g. • Members/Golfers – Injury • Club staff / contractors - injury • General public - injury • Environment - spill (Step 2)	Existing control measures (Step 3a)	Assessment with existing controls			Is residual risk acceptable in the context of risk appetite for the activity? (Yes / No) – Refer to Risk Score Calculation above <i>If Yes, move to column (n). If No, identify additional controls (Step 3e)</i>	Reasonable additional controls that can be implemented to reduce risk to ALARP (Step 3f)	Reassessment with additional control measures			List required action(s) to instigate controls (Step 3j)
					L (1 to 5) (Step 3b)	I (1 to 5) (Step 3c)	Score (L x I) (Step 3d)			L (1 to 5) (Step 3g)	I (1 to 5) (Step 3h)	Score (L x I) (Step 3i)	
									be briefed on the updated procedures before their first shift on 24/9/20.				

Authoriser (See risk management table on next page)	Name	Appointment	Date	Signature
Existing and additional controls agreed	A Nichol, B Davidson, S O'Neil	Club Officers	13 Oct 20	
Where risk score is over 15 Management Committee to verify suitability of proposed controls and confirm additional controls are implemented.				

NOTES

Risk = Likelihood x Impact

Likelihood	Definition
5 Highly Probable (Almost Certain)	Is expected to occur in most circumstances
4 Probable	Will probably occur at some time, or in most circumstances
3 Possible	Fairly likely to occur at some time, or some circumstances
2 Unlikely	Is unlikely to occur, but could occur at sometime
1 Remote / Rare	May only occur in exceptional circumstances

Impact	Example (Health Safety, Environment & Safeguarding)
5 Critical	<ul style="list-style-type: none"> Fatality or permanent, life changing injuries to an individual. Incident causing a major environmental impact. A serious safeguarding incident which may have a life altering effect
4 Severe	<ul style="list-style-type: none"> Injuries which have a short-term impact on normal way of or quality of life. Moderate damage to an extended area and/or area with moderate environmental sensitivity (scarce/ valuable) requiring months of remediation. Increased safeguarding risk (Junior members) / Multiple safeguarding incidents

Step 5 - Review the generic risk assessment and update if necessary - All generic risk assessments should be regularly reviewed at a frequency proportional to the risk prior to any controls being proposed. In practice generic risk assessments should be reviewed at least annually, or more frequently:

- where required by local instructions/procedures;
- if the safe execution of the activity relies on stringent supervision and/or adherence to a safe system of work;
- if there is reason to doubt the effectiveness of the assessment.
- following an accident or near miss.
- following significant changes to the task, process, procedure, equipment, personnel or management.
- following the introduction of more vulnerable personnel (e.g. persons under 18 or pregnant persons).

Risk Management		
Risk Rating	Authorisation	How Risk should be managed
1 – 4 (Very Low)	Sub-committee members Greenkeepers Secretary	Review periodically to ensure conditions have not changed and working within ALARP and risk appetite.
4 – 9 (Low)	Sub-committee Chairs Head Greenkeeper Catering Manager Secretary	
10 – 12 (Medium)	Management Committee	

3	Major	<ul style="list-style-type: none"> • Injury requiring the emergency services. • Moderate damage to an area, and that can be remedied internally. • Actions which may create strain on the safeguarding supervision of juniors (low ratios or remote supervision etc)
2	Moderate	<ul style="list-style-type: none"> • Injury requiring first aid • Damage to an area that will be immediately repaired. • Normal activity that has the potential to escalate.
1	Minor	<ul style="list-style-type: none"> • Small amount of physical exertion • Unnoticeable or self-repairing damage to non-protected environment.

15 – 16 (Medium to High)	Club Chair	Good risk mitigations to ensure that the impact remains ALARP and tolerable. Re-assess frequently to ensure conditions remain the same.
20 (High)	Cumbria Golf Union	Requires active management – review of desired outcome with additional resources or change to output requirements.
25 (Very High)	England Golf / R&A	Exceptional Circumstances must have demonstrable positive impact on cadets and or the Cadet Force which is unachievable with lower risk.