How to use this matrix for undertaking a risk assessment:

1. Assess the risk identified, what is the risk, who could be injured, what could happen, rate the likelihood and the potential severity. Calculate the rate: Likelihood x Severity

2. Assess how to reduce the risk and re calculate the with controls in place, the Likelihood will change, the severity remains constant. Calculate the rate: Likelihood x Severity

Example: Risk of tipping a wheel chair and user out of the chair.

Initial Likelihood off 4, Severity 4 – Rate = 16

Controls in place – Likelihood 2, Severity 4 – Rate = 8



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| Risk / Task | Hazards | Person’s affected | Outcome | Level of Risk | Control Measures | Level of Risk | Assessment by | Review date |
| L | S | R | L | S | R |
| Use of Wheelchair | Tipping, Falling, Sudden Stop | Wheelchair User, Carer, Public | Graze, Cut, Bruising, Broken Bone | 4 | 3 | 12 | Ensure user is strapped in/ use harness. Be aware / check surface for unevenness.Use foot bar to tilt chair for kerb.Hold handle firmly whilst pushing. | 1 | 3 | 3 | SC Sargent |  |
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