

Risk Register

Risk ID	Risk Description	Likelihood (Low/Medium/High)	Impact (Low/Medium/High)	Risk Rating (Low/Medium/High)	Mitigation Measures	Responsible Person	Review Date	
1	Injury during training sessions	Low	Medium	Medium	Implement safety policy, provide adequate supervision, and conduct safety briefings.	[John J Doogan]	[Apr 26]	
2	Equipment failure during training	Low	Medium	Medium	Regular maintenance checks and equipment inspections.	[Emma Hickey]	[Apr 26]	Op
3	Participant allergic reactions	Low	High	Medium	Collect medical histories and ensure trainers are aware of allergies.	[Emma Hickey]	[Apr 26]	
4	Inadequate emergency response	Medium	High	High	Develop and practice emergency response plans; ensure all staff are trained in first aid.	[John J Doogan]	[Apr 26]	
5	Data breach of participant information	Low	High	Medium	Implement data protection policies and secure storage for sensitive information.	[Riona Deane]	[Apr 26]	
6	Negative feedback from participants	Medium	Medium	Medium	Conduct regular surveys and feedback sessions to assess participant satisfaction.	[John J Doogan]	[Apr 26]	
7	Staff turnover affecting training quality	Medium	High	High	Implement employee retention strategies and provide ongoing training opportunities.	[John J Doogan]	[Apr 26]	
8	Location suitability		Low	Medium		Medium	Implement and monitor location checklist. Pre-check locations with photographs to be provided where possible	[John J Doogan]
9	Travel risks to instructors		Low	Medium		Low	Ensure adequate planning of courses and attempt to utilise closest instructors to the venue.	
10	Fatigue of instructors		Low	Medium		Low	Ensure compliance with the Working Time Act and ensure that breaks are taken as per timetable	[John J Doogan]
11	Academic risk		Low	Medium		Medium	Ensure all material is up to date. Monitor instructors to ensure consistent & accurate. Ensure company PPTs used	