

Name of activity, event, and location	Strategy & Evolution	Date of risk assessment	11/05/24	Name of person doing this risk assessment	Russ Burton
		Date of next review	(or each term or when a significant change occurs)		

What hazard have you identified? What are the risks from it?	Who is at risk?	How the risks are already controlled? What extra controls are needed?	What has changed that needs to be thought about and controlled?
<p>A hazard is something that may cause harm or damage.</p> <p>The risk is the harm that may occur from the hazard.</p>	<p>For example: young people, leaders, visitors</p>	<p>Controls are ways of making the activity safer by removing or reducing the risk from it.</p> <p>For example, you may use a different piece of equipment or you might change the way you do the activity.</p>	<p>Keep checking throughout the activity in case you need to change what you're doing or even stop the activity.</p> <p>This is a great place to add comments which will be used as part of the review.</p>
<p>Site features –</p> <p>Risk of injuries from:</p> <p>Natural features</p> <p>Plant & equipment</p> <p>Woodland safety:-The woodland has recently been managed to limit Ash die back</p>	<p>All present</p> <p>All present</p>	<p>Check out the access to site, the boundaries and any features that may present a risk –</p> <p>Be clear on arrival if any areas are out of bounds to young people when unsupervised.....</p> <p>Ensure appropriate footwear (LACES DONE UP) is worn at all times.</p> <p>Use designated paths/ deer tracks to minimise environmental impact.</p> <p>WALK DON'T RUN.</p> <p>Be aware of natural woodland debris on floor, and trees/ branches at eye high.</p> <p>Use torches in low light/ Night.</p> <p>Through out the weekend care must be taken with all activities in areas where Ash trees have been removed.</p> <p>5Ws (Wood, Wiggles, Water, Widowmakers, Wind) awareness held at all times.</p> <p>Referring to trip hazards at ground level, Unfallen Cut trees, potential windfalls.</p> <p>Leaders will assess the candidate's site selection.</p>	

<p>Water & Waste – Infection & vermin</p>	<p>All present</p>	<p>Water will be brought in. Using NATO Jerry cans, food safe water bags. Appropriate instruction will be given in Safe/ best practice use.</p> <p>Water can be replenished from home if necessary.</p> <p>Rubbish will be sorted by recycling category. All none combustible (safe) rubbish will be burnt on the main campfire. All other rubbish will be taken away.</p>	
<p>Toilet facilities - Safeguarding issues, Environmental impact</p>	<p>Young people and leaders</p>	<p>Ensure toilet facilities provide appropriate privacy for all users.</p> <p>Have an appropriate place for disposal of chemical toilet waste.....Chemical waste will be shipped out.</p> <p>Ensure that ‘dug’ toilets are to an adequate depth and away from water sources.</p> <p>Provide appropriate disposal for feminine hygiene products.</p> <p>Toilet box etiquette observed. Training given in the introduction</p>	<p>N/A</p> <p>Latrines will be dug at the appropriate depth. Covered and buried afterwards.</p>
<p>Field used by grazing animals - Risk of E-coli157</p>	<p>Young people and leaders Visitors</p>	<p>Is an alternative site available?</p> <p>Manage the site in advance of camping – refer to factsheet on E.coli - be clear of grazing animals at least 3 weeks before use.</p> <p>Increase handwashing facilities, signage and manage awareness of users.</p> <p>Area used is not used for grazing. Deer will be present. Tick risk explained at induction</p>	<p>N/A</p>
<p>Vehicles & people Risk of collision & injury</p>	<p>All present</p>	<p>Restrict vehicle access to pedestrian areas as much as possible.</p> <p>Young people to carry kit to camping area. Make more than one trip if needed.</p> <p>Leaders to manage vehicles if use is unavoidable.</p>	

		<p>Parents drop of YP at site entrance. Guided by leaders in Hi-Viz.</p> <p>YP transport kit to site. Include info on the joining instructions that YP need to move kit themselves.</p> <p>Leaders vehicles parking will be on site. In the leaders/ base camp area.</p>	
<p>Heavy loads and items - Back or other injuries to adults and young people</p>	All present	<p>Get kit as close to destination by vehicle, if possible – preferably before the young people arrive.</p> <p>Split loads down to smaller bits if possible.</p> <p>Supervise young people carrying bigger items – use a trolley if available.</p> <p>Remind people how to lift and carry safely.</p> <p>All lifting and dropping off of heavy items to be supervised by adults</p>	
<p>Tentage, guy lines, trip hazards, Items stored at low level –</p> <p>Tripping on guy lines and tent pegs, boxes, natural items</p>	Young people and leaders	<p>Instruct and enforce “No running” rules around tarps, stores structures, Choose play areas clear of obstructions, sharp items, rabbit holes, rocks, logs etc or remove obstructions.....locate badger sets.</p> <p>Mark any obstacles so clearly visible...using HI Viz guy lines on tarps and parachute</p> <p>Keep away from thistles / stinging nettles / barbed fence wire / ponds/ streams. Make YP aware of the natural flora hazards. E.g. Dog mercury, Nettles, Arum, Holly.</p>	
<p>Mallets striking Tent pegs –</p> <p>Slippage of mallet</p> <p>Struck by mallet</p>	All present	<p>Adults to supervise activity and to check mallets are in good condition and not loose or split. Instruction on how to correctly put pegs in.</p> <p>Check tent pegs are suitable size and condition for the tent guy.</p> <p>Ensure other young people are standing safely away.</p>	N/A
<p>Sleeping facilities -</p> <p>Safeguarding issues</p>	Young people and leaders	<p>Ensure sleeping facilities provide appropriate division of adults and YP.</p> <p>Discuss sleeping arrangements for young people with young people and parents to ensure everyone is happy with plans.</p> <p>Highlight Leaders tarps, first aid station etc with night lights</p> <p>Ensure young people can safely enter and exit their hammocks without causing harm.....demonstration and instruction provided in Tarpology set up</p>	

		Improvised shelters constructed by Candidates. (As above)	
Food – Food poisoning	Young people and leaders	<p>Plan menu to suit facilities available.</p> <p>Ensure correct storage of food.</p> <p>Check HQ guidance on Food Safety</p> <p>All to clean hands thoroughly before and after food preparing and before consuming food.</p> <p>(See food safety on the BBQ RA)</p> <p>Animal prep Demo</p>	<p>Matt is Commisary dept planning menu based on attendees dietary requirements</p> <p>Gas fridge available if necessary</p> <p>Where the scouts are prepping own food.....full instruction will be given.</p> <p>Led by Rob (Experienced Butcher)</p> <p>(See knife RA)</p>
Tables – Risk of collapse during cooking and activity		Check tables are properly and safely put up, eg: legs locked, trestles stable, put small table feet on boards if used on grass, ensure level and stable.	N/A
LPG gas bottles Gas hoses and cooking equipment Leakage of gas, fire and carbon monoxide .	Young people and leaders	<p>Hoses and regulators checked for good condition and hoses are in date – before camp and by leaders during camp. Hoses secured to kit by hose clips.</p> <p>Always use gas stoves or lamps in well ventilated areas, outdoors if possible. LPG cylinders positioned outside tents and doors open during use for good ventilation. Possible use of carbon monoxide monitor.</p> <p>Fire extinguisher / fire blanket / fire bucket positioned outside tent near to cook area</p> <p>Fire Alarm & evacuation Procedure set up for the whole camp</p> <p>Check HQ guidance on Safe use of Gas</p> <p>Gas cooking and lighting equipment to be used in controlled areas.</p> <p>Extreme care with liquid fuel light systems used .(eg Hurricane lamps)</p> <p>Battery torches only in sleeping tents. No smoking or cooking in sleeping tents</p>	<p>For the purposes of the camp only Gas will be used by Leaders.....Lamps and Fridge.</p> <p>YP will not be using these items.</p>

<p>Cooking – hot surfaces Hot liquids, Cooking fats Risk of fire Burns</p>	<p>Young people and leaders</p>	<p>Mount cooking equipment on safe (non-wobbly) tables. Fire blanket and fire extinguisher near by and accessible. Gas fridges-mount level and keep pilot flame vent clear.</p> <p>Keep flames as far away from flammable (shelter/tent sides) as much as possible. Use a guard where available.</p> <p>Keep cooking area clear of obstructions and young people (unless designated to help).</p> <p>First aid kit in camp –call First Aid leader if required.</p>	<p>Main Catering at base camp on main fire.</p> <p>Tripod and kettle.</p> <p>Murreekkaa hot plate.</p> <p>Dutch oven.</p> <p>Petromax gloves for hot handling</p> <p>No food thrown on hot fat.</p> <p>Cooking area clear whilst food prep in process</p> <p>No YP in basecamp area unless authorised.</p> <p>See Fire RA</p>
<p>Lightweight cooking equipment – Risk of fire, Carbon monoxide</p>		<p>No cooking in sleeping tents – what other shelter/shade from wind and weather can be used to discourage this?</p> <p>Clearly explain the dangers to all users, both YP and adults.</p> <p>Check HQ guidance on Safe use of Gas and Trangias and Aerosol stoves.</p>	<p>N/A</p>
<p>Using Open Fires – Risk of burns from mistakes or misuse. Starting fires - creating sparks</p>	<p>All present</p>	<p>Restrict access by using in a defined area. Leaders to supervise young people when they're using hot items. Consider appropriate Group size.</p> <p>Keep area around the fire free of trip hazards</p> <p>Keep woodpile well away from the fire - at least 2 metres</p> <p>Brief young people on safe use of cooking equipment or fire before use and on the possible dangers of fire lighting.</p> <p>Have rules for fire lighting including – for example: no picking up burning wood; no throwing objects onto the fire; hold wood at one end and lower onto the fire with your fingers near the ground. No removing wood from the fire once it has been put on.</p>	<p>See separate Fire RA</p> <p>Full training will be give on open fire placement and use.</p> <p>No Bonfires, small manageable cooking fires.</p> <p>Small Manageable cooking and heating fires.</p>

		<p>To start a fire only use kindling or bought fire lighters. Do NOT use accelerants on the fire (any substance or mixture that accelerates or speeds the development and escalation of fire) – such as petrol, lighter fuel and other spirits.</p> <p>Avoid loose clothing around fires – watch out for open coats, sleeves and scarves. Tuck them in and keep coats, hoodies fastened. Tie back loose hair. Do not reach over fires or flames.</p> <p>Make sure there is an appropriate first aid kit available and that leader training is up to date.</p> <p>Make sure that cold water is available nearby – there should be at least a bucket, running water is best if possible.</p>	
<p>Bugs & Dirt –</p> <p>Dirty utensils</p> <p>Hygiene</p> <p>Food poisoning</p>		<p>Leaders ensure good hygiene standards and brief YP on the importance of maintaining throughout camp (identifying specific risks for the location, for example ticks).</p> <p>Wash hands after going to loo and all field activities and before eating.</p> <p>Hand washing area set up and regularly maintained by leader team.</p> <p>Make sure to use clean cooking / eating utensils.</p>	<p>Ticks are present....Deer area, risk highlighted to all at induction.</p>
<p>Axe and saw – risk of injury to non-participants or observers and those undertaking the task.</p>	All present	<p>Create a safe cutting area (check guidance for safe size and distances).</p> <p>Ensure all equipment is kept secure when not in use and supervise when being used.</p> <p>Ensure suitable competence for those using the equipment.</p> <p>Appropriate protective equipment worn.</p>	<p>Full training given on safe saw and axe use.</p> <p>See Knife skills RA</p>
<p>Behaviour – risk of overexcitement, especially at the start of camp.</p>	All present	<p>Follow the section code of conduct that sets clear expectations of behaviour. Leaders be aware and manage group behaviour.</p> <p>Free time (unstructured activity) should be managed and have some level of supervision as, lack of it, is a frequent cause of incidents.</p>	<p>Full instruction on behaviour expectations given at welcome induction.</p> <p>Due to potential risks.... zero tolerance to misbehaviour</p>

<p>Appropriate adults – Injuries from poor management of camp, activities and facilities</p>	<p>All adults</p>	<p>Ensure all leaders and adult helpers have completed appropriate personal enquiry checks.</p> <p>Event run by a leader with correct Nights Away Permit.</p> <p>Appropriate adult: child ratios are in place.</p> <p>Nights Away risk assessment logged with DC.</p> <p>Make sure adequate rest time is built in for leaders, with a ‘peaceful space’ away from the general hubbub.</p>	<p>Dean Gore NAP holder</p> <p>Andy Sargeant Lead Instructor</p> <p>All leaders DBS covered. Up-to-date Safety and Safeguarding.</p> <p>The Gin and Tonics will be at the ready.</p>
<p>Activities</p>		<p>Produce separate risk assessments for your activities.</p> <p>Check the suitability of activities for those taking part – including age appropriate....age limit set at 12+</p> <p>Fire lighting</p> <p>Knife skills</p> <p>Animal Prep.</p> <p>Cooking</p> <p>Trapping</p> <p>Signalling</p>	
<p>Incidents – Risk of prolonged/increased injuries from lack of management</p>		<p>Suitable first aid cover is in place.</p> <p>Details of emergency department of hospital and local doctors.</p> <p>Ensure robust InTouch process is in place</p> <p>Medication to be stored securely and leaders to supervise schedule of taking medicines</p>	<p>Paramedic on site</p> <p>All leaders First Aid trained</p> <p>Intouch x3 onsite all times</p>

		Be aware of additional environmental hazards such as heatstroke, sunburn, ticks and other insects and animals	
Covid considerations			
Risk of spread of infection		<p>Ask anyone showing signs of infection or with family members showing sign of infection not to attend.</p> <p>Detailed attendee list for camp to be maintained by leader team. Ensure all YP and adult contact details are up to date with a robust InTouch system in place.</p> <p>Limit the numbers attending to make social distancing easier to maintain</p> <p>YP asked not to share phones or other personal items.</p> <p>Suggest YP (of appropriate age) and adults carry out lateral flow test prior to setting out – to reduce chances of infected participants.</p>	
Reduce contact at arrival		<p>Give participants staggered arrival times to reduce possible contact.</p> <p>Ask parents to drop off and collect via carpark. Leader to control access to ensure social distance is maintained.</p> <p>Sanitiser station at gate for use on arrival and leaving.</p> <p>Ask that Scouts do not lift share, unless within their own family's bubble and that social distancing is maintained.</p>	
Sharing of accommodation		<p>Use only smaller tents with one occupant in each – unless from same household bubble. Bivouacs with open sides provide a good alternative for more users, but with distance maintained.</p> <p>For younger sections sleeping alone is not always practical and being in pairs may reduce anxiety.</p>	
Communal areas		<p>Wet weather provision – dining shelters (no sides improves ventilation) – remember limited numbers using it due to maintaining distances.</p> <p>Larger space available by using marquee without sides or large lightweight tarpaulin or flysheet rigged up on poles/ropes</p>	
Activity numbers and equipment		<p>Plan activities with minimal equipment requirement.</p> <p>Limit volume of equipment used where possible.</p>	

		<p><i>Clean down activity equipment before and after use.</i></p> <p><i>Assign specific items to individuals for the activity if possible.</i></p>	
<p><i>First Aid Incident requires treatment of individual</i></p>		<p><i>Provide suitable PPE: disposable gloves masks, aprons for use if administering First Aid.</i></p> <p><i>In the event of an accident or anyone taken ill (showing signs of COVID) - provide safe space away from others and arrange for transport. Other YP should be kept away from the area and sent home asap</i></p>	