



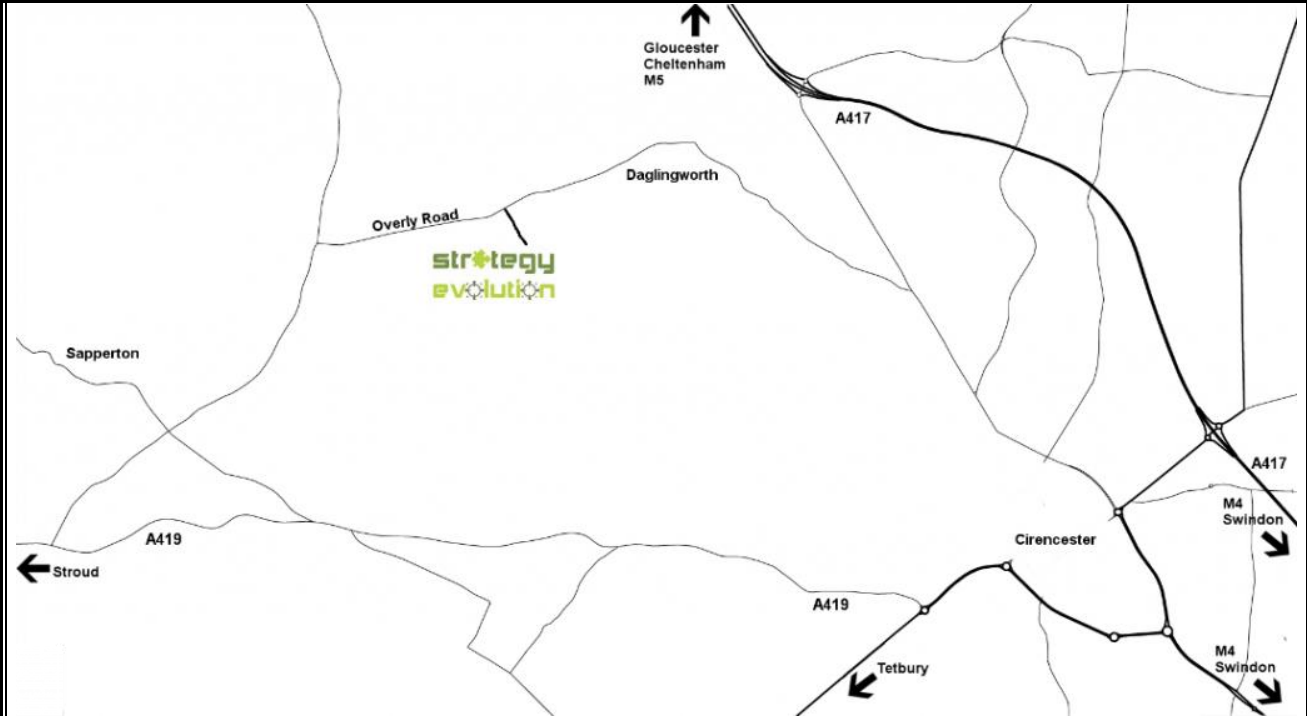
**RFS**  
ROYAL FORESTRY SOCIETY



# Green Tree Badge Event Risk Assessment

## 1. General Information

<p><b>Location: Cirencester Park, Cirencester.</b> The Old Kennels, The Bathurst Estate, Cirencester GL7 1UT</p> <p><b>Date: 30/6/24</b></p> <p><b>Time: 10-3pm</b></p>	<p><b>Nearest Hospital A&amp;E (Inc Tel Number):</b> Tetbury Road, Cirencester GL7 1UY <a href="tel:03004216200">0300 421 6200</a></p> <p><b>Site OS Grid Reference:</b> <b>What 3 words:</b> What3words reference ///field.lilac.dozed Cirencester Park, Cirencester, Gloucestershire, GL7 7HX</p> <p>We are allowed to use the park each year with kind permission from the Bathurst Estate. We have been asked to remind everyone that when you are entering and leaving the site, the Estate has set a 10 mile an hour speed limit.</p> <p>Please ensure on exit you follow the yellow Strategy &amp; Evolution exit signs and the blue Estate signs. Do not follow sat nav within the park as there is a one way system in operation at all times.</p> <p>Please ensure you enter site via Overley Road, there are direction signs on the entry routes to guide you.</p>
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The site is accessed via the Overly Road gate. Please follow the yellow Strategy & Evolution signs.

The route through Daglingworth is narrow. If driving a large vehicle (van, coach, minibus) please approach the site from the A419 and use the postcode GL7 6LB and follow the signs.

**Mobile Phone Reception (Good):**

<p><b>Designated First Aider(s):</b> <b>Alex Williams</b></p>	<p><b>Owner / Agent Contact Details: Dominic</b> 07588771274 or Katey (co-organiser of the Sunday activities) on 07900898192</p>
<p><b>SITE NAME &amp; LOCATION</b> <b>Cirencester Park, Cirencester.</b> The Old Kennels, The Bathurst Estate, Cirencester GL7 1UT</p> <p><b>Meeting point</b></p> <p><b>Car Park</b> The Old Kennels, The Bathurst Estate, Cirencester GL7 1UT</p>	<p><b>SITE ACCESS FOR EMERGENCY VEHICLES</b> <b>Nearest Road:</b></p> <p><b>Access points:</b> <b>Is there is firm access through the wood, which is suitable for emergency vehicles?</b> <b>Does Satnav take you to woodland entrance?</b> The site is accessed via the Overly Road gate. Please follow the yellow Strategy &amp; Evolution signs.</p> <p>The route through Daglingworth is narrow. If driving a large vehicle (van, coach, minibus) please approach the site from the A419 and use the postcode GL7 6LB and follow the signs.</p>
<p><b>GROUP DETAILS</b> <b>Name of group:</b> Scouts <b>Emergency contact number:</b> <b>Leader's names and mobile numbers:</b> <b>No. of people:</b> 1000 plus – drop in <b>Keystage:</b> 2 <b>Date of visit:</b>30/6/24</p>	<p><b>ACTIVITIES</b></p> <ul style="list-style-type: none"> <li>• <b>Cooking cinnamon apples on open fire in a fire pit</b></li> <li>• <b>Taste testing elderflower cordial.</b></li> </ul>
<p><b>DATE OF ASSESSMENT</b> <b>Written by:</b> Ale Williams <b>Position:</b> Green Tree Badge Coordinator.</p>	<p><b>EMERGENCY PROCEDURE</b> <u>Emergency Meeting Point:</u> <u>First Aid:</u> <b>Event first aiders and first aid / emergency points.</b></p>

## 2. Activities Taking Place:

e.g. Contract work being undertaken.

<b>Date:</b> 30/6/24	<b>Activity and Location:</b> Green Tree Badge promotion pop up event	<b>Responsible person and contact details:</b> Alex Williams GTB coordinator 01295584941
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## 3. Assessment of Risk

Use attached Hazard Table to assess risk.

<b>Description of Hazard</b>	<b>Description of Potential Harm</b>	<b>Risk Level</b> (Before Controls)	<b>Prevention and controls to reduce Risk/Hazard</b>	<b>Residual risk</b>
Car parking injuries	Injuries caused by person being struck by vehicle / occupants of vehicles involved in collision	High	Awareness in carpark. Park in well lit area.	Med
Terrain – steep slopes, obstacles, uneven ground, slippery conditions.	Slips, trips, falls – cuts, bruises, broken limbs, head injuries. Existing medical conditions worsened by exertion – heat attacks, angina etc	High	Inspection of the area prior to the event Check surface conditions and layout of activities. Check to make sure paths are free of glass and obstacles First Aid appointed person in attendance with first aid kit and mobile phone.	Med

Lone working	Risk of physical or mental harm. Falls injury, attack, vehicle break down	High	Mobile phone fully charged emergency procedures, ensure colleagues and family know where you are and when , check in and out with rangers on site	Low
Lifting and carrying equipment to teaching sites	Trips, falls, hurting back by heavy lifting	Med	Use trolley Be aware of tripping hazards, correct lifting of equipment , seek help to carry where possible	High
Aggressive members of the public	Verbal and physical abuse to staff and participants	High	Remove group to safe distance, communication around issue, liaison with police, staff, and volunteers. Avoid confrontation.	Med
Injuries through use of display boards or equipment	Display falling on someone	High	Ensure suitable placing of stands and check that it is steady	Med
Providing drinks	Burns / scalds from hot water from drink	High	Let water cool before serving add cold water, warn children that drink maybe warm, offer cold drinks	Med
Providing food	Risk of allergies	High	Ask about allergies, first aider and first aid kit in attendance	Med

Being out in all weathers	Strong winds causing branches/ equipment to fall on to people, Children not dressed correctly and becoming cold and wet. Activities become dangerous due to extreme weather conditions	High	Continual inspections prior to the event and throughout the event to maintain a high level of safety. (dynamic risk assessment) The forecast can be checked prior to the day and suitable arrangements can be taken. Such as spare hats, gloves, socks, waterproofs, putting up tarps for shelter. In case of extreme weather events or very strong winds session can be cancelled or alternative arrangements made.	Med
Theft of equipment	Loss of equipment , physical and mental injury during theft.	Med	Know what you have and limit equipment on site. Check when packing	Low
Lighting and cooking on fire	Out of control fires Melting of clothing Unattended fires Fires not extinguished properly Damage to flora Smoke inhalation Burns and scalds to one or more person Falling on to fire	High	Ensure fire is built to correct size needed, monitor by fire boundaries, and fire monitor in attendance at all times. Bucket of water to hand and fire blanket to hand. Mobile phone and emergency procedures to hand. Ensure appropriate clothing is worn, removed if necessary and hair tied back Fires never left unattended, fire monitor in place at all times fire is lit, water available for extinguishing Ensure fires are extinguished properly, ensure no hot ashes. Use plenty of water and distribute cool ashes in area with no ground cover. Check before leaving site. Only use fires in line with ecological impact assessment, Ensure appropriate location of fires, ensure do not over use fires.	Med

			<p>Ask participants to move, use dry material for burning. Drinking water available, first aider, fire monitor in attendance and first aid kit available. Mobile phone for calling for emergency services.</p> <p>Safety talk, establish boundaries and behaviours, Fire monitor in attendance at all times, use appropriate tools and PPE Burns kit, Bucket of water, fire safety blanket, Gloves, First aid kit, qualified first aider present, mobile phone, medical records in case of allergic reaction</p> <p>Cool water before serving</p> <p>Establish fire rules, no crossing circle, children to be seated at least a child's length away from the fire, supervision around fire.</p>	

**4. Additional Risks and Control Measures Required:**

**5. Signature**

**Signed**                      **A. Williams**                      **Date: 19/3/24**

**Name (block capitals):**              **Alex Williams**

# Hazard Table

Table should be used as a guide to ascertain level of risk with each identified hazard

<b>SEVERITY OF HARM</b>	<b>PROBABILITY OF HARM</b>		
	<i>probable</i> <i>(near miss, or Incident causing harm <b>has occurred</b> or is likely to)</i>	<i>possible</i> <i>(reasonable to believe an incidence may occur, but not frequently)</i>	<i>improbable</i> <i>(incident unlikely to occur, or only in an unlikely combination of circumstances)</i>
<b>SEVERE</b> - fatality, or serious injury to more than one person	Actual Risk: <b>HIGH</b> Hazard must be included in risk assessment	Actual Risk: <b>HIGH</b> Hazard must be included in risk assessment	Actual Risk: <b>MEDIUM</b> Hazard must be included in risk assessment
<b>SERIOUS</b> - serious injury, or irreversible damage to health	Actual Risk: <b>HIGH</b> Hazard must be included in risk assessment	Actual Risk: <b>MEDIUM</b> Hazard must be included in risk assessment	Actual Risk: <b>LOW</b> Hazard must be included in risk assessment.
<b>MODERATE</b> - minor injury, but requiring first aid or, health effect reversible on treatment	Actual Risk: <b>LOW</b> Hazard must be included in risk assessment.	Actual Risk: <b>TRIVIAL</b> Do not include hazard in risk assessment	Actual Risk: <b>TRIVIAL</b> Do not include hazard in risk assessment
<b>NOT SIGNIFICANT</b> - minor injuries such as cuts and bruises	Actual Risk: <b>LOW</b> Hazard must be included in risk assessment.	Actual Risk: <b>TRIVIAL</b> Do not include hazard in risk assessment	Actual Risk: <b>TRIVIAL</b> Do not include hazard in risk assessment