

General Risk Assessment

Activity: Activities Team session delivery

What Are The Hazards?

- Weather
- Uneven ground
- Lack of communication
- Manual handling
- Uncooperative/ horseplay from groups
- Working alone
- Safeguarding/Child protection
- Unskilled instructors
- Lake, swimming pool and Pond water
- Road, tracks and car parks
- Barbed wire

Who Is At Risk? Staff, participants and members of the public.

What Are The Risks?	Existing Safety Measures/Controls	Likelihood	Risk Rating
Hypothermia and Hyperthermia	<ul style="list-style-type: none"> • Uniform provided for Avon Tyrrell staff (PPE) • Instructors to equip themselves suitable for the prevailing conditions • Shelters and taps with drinking water located at or near to all activities to provide shade and hydration reducing the risk of over heating • Guests are provided with suggested clothing for each session prior to participation • Instructors to monitor groups and are aware of symptoms and actions to take to avoid situations arising from Hypothermia or Hyperthermia 	LOW	LOW
Slips trip and falls on uneven ground	<ul style="list-style-type: none"> • All areas maintained to a practical level in keeping with the environment for the activity in question (i.e. natural woodland for environmental sessions, clear footing 		

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	<p>where spotting is required etc.)</p> <ul style="list-style-type: none"> • Area checked prior to sessions • Instructors and guests will wear appropriate footwear for the activity in question. Unless otherwise stipulated, trainers are the recommended footwear but secure walking boots, wellington boots and shoes will be accepted for most activities. <ul style="list-style-type: none"> ◦ Climbing, high activities, low ropes, mountain biking, Bush Craft and all lake activities- closed toed, securely fitting shoes are essential (e.g. trainers) 	LOW	LOW
Lack of communication leading to situation worsening	<ul style="list-style-type: none"> • A radio will be carried on sessions or located at the activity base • Where the number of sessions exceeds the number of radios in operation, then radio sharing on activity bases is acceptable (i.e. 1 in the ropes and climbing area, 1 at the lake etc.) • Mobile phones (turned to silent) encouraged on session as a back up • When operating offsite then a charged mobile phone must be carried • Procedures in place to support staff if an incident occurs • DSI on duty and monitors activities Team and delivery 	LOW	LOW
Injuries through lifting heavy and awkward objects	<ul style="list-style-type: none"> • Training provided for manual handling for all staff. • Where staff hold qualifications, the manual handling advice provided during this training must be carried out • Staff are encouraged to work together and use equipment where necessary to aid lifting where possible 	LOW	LOW

What Are The Risks?	Existing Safety Measures/Controls	Likelihood	Risk Rating
Injuries to staff and guests due to improper training	<ul style="list-style-type: none"> • Training will be provided to guests for all activities in line with the specific operating procedure for the activity. • Training will be provided for instructors, This will be done with external and internal training courses • The delivery of session are monitored by a senior member of the activities team and feedback is given 	LOW	LOW
Human error – groups not listening to briefings and taking in vital information.	<ul style="list-style-type: none"> • Full co-operation from group leaders in group control and discipline • Instructors can stop a session if they feel that group members are acting in a dangerous or irresponsible manner • If there is an issue, there will be a senior member of staff available to assist. 	LOW	LOW
Safeguarding - Working alone with young groups (leading to accusations being made against an employee and children being put at risk)	<ul style="list-style-type: none"> • This is to be avoided where possible • When working with young people there should always be two adults present (it is acceptable for one to be a group leader). The exception is when we are in loco parentis. (see fun day information for further procedures) • With Go Adventure sessions, or sessions of a similar nature, parents/guardians should provide medical information and emergency contact details if they intend to leave the young person unattended (see unattended child policy for more details) • During Go Adventure/Fundays sessions a senior member of staff (DSI, CI, DM) must be available to assist in difficult situations, emergencies and group discipline • All activity staff will have an enhanced DBS check prior to working independently with children and verified by the ATLT • All staff annually trained in safeguarding procedures 	LOW	LOW
Injuries occurring because instructors do not have the	<p>Instructors may only run sessions they are:</p> <ul style="list-style-type: none"> ○ Qualified and current in their membership (where applicable) 	LOW	LOW

What Are The Risks?	Existing Safety Measures/Controls	Likelihood	Risk Rating
necessary skills to act safely	<ul style="list-style-type: none"> ○ Trained and deemed competent by CI, SI, L&L officer or the Avon Tyrrell senior management team. ● Where staff have extensive experience the CI may grant permissions for staff to run sessions exempting them from the normal routine as long as they meet the minimum "suitable qualification and or experience" laid out in the SOP for each activity ● All staff need to have a current first aid qualification ● All staff need to read, sign and understand the Activity SOP 		
Contracting Weils Disease through contact with lake or pond water	<ul style="list-style-type: none"> ● Groups encouraged to wash hands and face after sessions that come in contact with lake and pond water (kayaking, canoeing, raft building, paddle boarding, pond dipping etc.) to reduce the likelihood of contracting the disease ● Signage by lake informing visitors of symptoms and the right course of action, instructors to identify signage to activity participants 	LOW	LOW
Contracting Lime disease Ehrlichiosis, Babesiosis and Bartonella from ticks	<ul style="list-style-type: none"> ● Groups are encouraged not to go through bracken, tall grass or high vegetation. Especially between the high-risk months of May-June and September – October. ● Groups are encouraged to wear long sleeves and trousers in the high-risk months when doing activities. ● 'Tick picks' available to assist in removal of ticks if found during visits and advice given to seek medical attention if any of the signs/symptoms appear. 	LOW	LOW
Contacting Parvovirus, E.coli from feral cats and animals.	<ul style="list-style-type: none"> ● Participants are encouraged not to touch cats or animals. ● Participants are encouraged to wash their hands after sessions. ● Campers on site with dogs are limited to school holidays and weekends, and must clear up after their dogs in the provided bins 	LOW	LOW
Contracting	<ul style="list-style-type: none"> ● Participants are encouraged not to pick up 		

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Toxocariasis from cat, dog and fox faeces.	<p>or handle faeces.</p> <ul style="list-style-type: none"> • Dogs are only allowed in certain areas of the site and certain times of the year. • Dog waste bins are provided • Participants are encouraged to wash their hands after sessions. 	LOW	LOW
Risks of breathing in of bracken spores	<ul style="list-style-type: none"> • Participants are advised to avoid bracken in the high-risk months of August-October. • Participants are advised spores maybe carcinogenic and the damage they could cause. • Participants advised NOT to pull up bracken for use on their shelters. • Participants advised to wash hands after the end of the session. 	LOW	LOW
Drowning	<ul style="list-style-type: none"> • Group leaders are briefed of site hazards on arrival and are responsible for the group- setting boundaries and making their group aware of natural hazards- such as Lakes, Ponds, streams and swimming pool. • Lakes, pond, streams and swimming pool are mark on the Avon Tyrrell map. • Warning sign located at ponds, pool and lakes. • Activity sessions, near water, the instructor will have a throw line and be suitably trained in its use. • All water sport instructors are trained and qualified • There are life rings positioned around the lakes. 	LOW	LOW
Injury or death from vehicles working or visiting the site	<ul style="list-style-type: none"> • Group leaders to be aware of traffic areas and be responsible for the group- setting boundaries and making their group aware of Roads, tracks and car parks. • Roads, tracks and car parks are marked on the Avon Tyrrell map 	LOW	LOW

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	<ul style="list-style-type: none"> • Speed limits around site 15MPH • Instructor running session to minimise time on roads and in car parks and where possible avoid. • Ensure good group control • Speeding drivers or inappropriate driving to be challenged by staff 		
Injuries from Barbed wire (used across Avon Tyrrell's boundary to keep livestock out)	<ul style="list-style-type: none"> • Group leaders to be advised on arrival there are sections of barbed wire around the site and these have warning signs. • Group leaders to be responsible for the group- setting boundaries and making their group aware of location of Barbed wire. • 	LOW	LOW
Getting lost and injured	<ul style="list-style-type: none"> • Group leaders to be responsible for the group- setting boundaries and making their group aware of hazards • Avon Tyrrell has a lost person Procedure that can be put into action if someone is missing. • On session the instructor will be familiar with the area they are using • Instructors to maintain control over a group and regularly check numbers present 	LOW	LOW

Reference to Other Manuals Assessments:

[UK Youth Health and Safety policy](#)

[Unattended Child Policy](#)

[Missing child policy](#)

[Emergency procedures](#)

Reviewed May 2019 by Chief Instructor

Approved by Director of Avon Tyrrell & Operations

Next review May 2020

