







On & Offsite Navigation Risk Assessment
Including Orienteering, Animal Orienteering, Treasure hunt & Geo Caching















Activity Navigation Activity Session

- What are the hazards?
- Uneven Ground
 - Obstacles on the ground, above the head
 - Water
 - Poor weather
 - Getting lost

Who is at risk? Staff, participants and members of the public..

What are the risks?	Existing safety measures/controls	Likelihood	Risk Rating
Slips, Trips and Falls over uneven terrain, through undergrowth or down rabbit burrows etc. leading to broken, sprained bones, cuts and bruises or head injuries	<ul style="list-style-type: none"> • Stick to paths that are clearly marked • All posts are clearly visible for onsite navigation. • Groups are only permitted to going out alone whilst doing onsite navigation and will be in groups of at least 3 people to be able to summons help if needed. • Instructor or responsible adult at designated area for the duration. 		
Straying in to dangerous areas such as near the lake or behind the Archery range and falling in the lake, drowning or suffering hypothermia. Being hit by arrows behind the archery ranges.	<ul style="list-style-type: none"> • Orienteering course A and Treasure hunt green course avoids proximity to water. • If using orienteering course B, Treasure Hunt blue and red which takes them behind the lakes, it is recommended that a member of groups staff are in attendance at a designated point near the lakes to ensure safety of the group. • There are life rings positioned around the banks of both lakes. • Good instructor briefing to participants on hazards. • No groups are allowed to stray behind the boundary fences of the site. • Certain areas are marked as out of bounds to guests such as the Workshop, archery overshoot area and Staff accommodation • First aid kits carried by instructors 		

	<ul style="list-style-type: none"> Group leaders to help determine whether it is suitable/appropriate for the participants to be set off without direct adult supervision. If unsure, they should be accompanied or stay as a group. 		
Getting lost – leading to hypo / hyperthermia, panic and disorientation	<ul style="list-style-type: none"> No group needs to or is allowed to cross the boundaries of site. Participants have a designated, easily found meeting point so that if groups get lost they can return there. End of session/section signalled by blowing a whistle to call all participants back if the activity starts over running. First aid kits carried by instructors if led Participants should be briefed during the introduction regarding boundaries of activity and adhering to areas that have no entry or staff only signs Provide groups with maps and show how to orientate them to features of the sit Time limits set for group Instructor familiar with the location being used offsite. Offsite form completed which will include <ul style="list-style-type: none"> Map Route Weather forecast Emergency escape points Group information On site contact details Offsite emergency Action Plan Timing of session <ul style="list-style-type: none"> Start time Finish time Call in times Instructor to carry spare food, water, clothes, Radio and charged Mobile phone when traveling offsite. 		
Extreme Weather leading to	<ul style="list-style-type: none"> All activities called off in severe weather. This is designated by above Force 6 		

<p>hypo/hyperthermia. Also in strong winds, possibilities of falling debris from trees.</p>	<p>winds or higher and Thunder & Lightning storms.</p> <ul style="list-style-type: none"> The course keeps participants no more than 5 minutes' walk from shelter. Exposure blankets available from reception. In extreme heat and sunshine, all groups are advised to drink plenty of water, which is readily available, and wear sun cream and hats. First aid kits carried by instructors if led Drinking water readily available around the site 		
<p>Broken bones from vehicle related injuries.</p>	<ul style="list-style-type: none"> Good participant awareness and briefing to be particularly aware if using tracks used by vehicles. Speed restrictions apply on site. First aid kits carried by instructors if led 		
<p>Groups with limited mental capacity not understanding safety rules</p>	<ul style="list-style-type: none"> In cases where the participants have learning difficulties, they should be accompanied at all times by their group leaders 		
<p>Injuries arising from contact with animals</p>	<ul style="list-style-type: none"> Animals to be treated with respect and caution Groups not to feed or approach animals Staff and participant will wear sturdy footwear First aid kit carried and staff trained 		
<p>Injuries / damage to animals i.e. ground nesting birds</p>	<ul style="list-style-type: none"> Group encouraged to stick to paths All notices displayed by the forestry commission adhered too 		
<p>Bite from Snakes</p>	<ul style="list-style-type: none"> Instructor briefed to remove group from area if snake is spotted Suitable footwear (no sandals or flip flops) Emergency vehicle on standby 		
<p>Contraction of Lyme's Disease due to ticks</p>	<ul style="list-style-type: none"> All participants advised to wear long sleeves/trousers when using areas with lots of Bracken Group advised to check for ticks following sessions and group leaders informed of best methods of 		

	removal and symptoms of Lyme's disease <ul style="list-style-type: none">• Further information is available in the training and resource folder located in the coach house		
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Reference to other manuals assessments:

- UK Youth Health and Safety policy

Reviewed June 2019 by Chief Instructor

Approved by Director of Avon Tyrrell & Operations

Next review June 2020