

Girlguiding Risk Assessment

<b>Site:</b>	<b>Foxlease</b>	<b>Assessment No.</b>	<b>FX/GEN</b>
<b>Assessor</b>	Ivan Hall	<b>Description of Building or Area</b>	Generic Site Activity Risk Assessment
<b>Date of Assessment</b>	06/01/2017		
<b>Task/Activity/Process/Equipment</b>	Generic		
<b>Technical Advisor (if applicable)</b>		<b>Equipment used (if applicable)</b>	
<b>Persons Name (If Applicable to vulnerable Groups etc)</b>			
<b>When Identifying HAZARDS consider:</b>			
a) The Task (Who, What, Where, When, How)			
b) The environment (temperature, noise, lighting, dust, fumes)			
c) Materials, Equipment, and Substances (machinery, tools, chemicals, etc)			



RA REF No.	Hazard	Description of potential accident/injury/loss	Persons affected	Precautions/Controls already in place	Risk Rating Factor=SxL			Further control measures required?	Action By Whom	To be completed by (Date)
					Severity	Likelihood	Factor			
GEN	Weather Conditions	Incorrectly dressed for conditions or over exposure could result in hypo/hyperthermia	All Users	All users to dress appropriately for the weather conditions. Instructors to proactively remind groups of the appropriate clothing to wear and the need to remain hydrated and protected from the sun,. In winter and cold times to ensure people are warm enough	5	1	5			
GEN	Weather Conditions - Thunder and Lightening	Possible Electrocutation	All Users	When a flash of lightning is seen it is reported to the Management immediately. The Manager and instructors will both count the time elapsed between lighting strike and thunder clap. If this is below 30 seconds all activities will be STOPPED. The group Leader will accompany their group back to where they are staying and will be informed that activities cannot continue until 30 minutes past from the last clap of thunder that was heard. Activities will continue after this, if there is sufficient time left of the session. Sessions may be reorganised at the discretion of the Managers.	5	1	5			
GEN	Slips and Trips	Mole holes are throughout the site. Wooden surfaces become slippery in wet weather. In heavy rain the site can become muddy and flooded in heavy traffic areas. Branches and tree debris on the ground can cause minor injuries and exposed roots.	All Users	Instructors and supervising adults to make participants aware of hazards on the site and surrounding the activity areas. A proactive approach taken to maintain the ground surfaces around activity areas.	2	2	4			

GEN	Misinterpretation	Those with additional needs misunderstanding the directions / information given to them can cause frustrations to people	All Users	Instructors to be clear with the use of language which cannot be misunderstood and check communication is received appropriately. Additional need groups to be accompanied by carer/translator or leader familiar with an individual's requirements. Instructors to ensure they have been provided with all appropriate information in advance. Instructors to ensure that all participants understand the session instructions before proceeding. Where necessary, alternative methods of communication or instruction to be provided.	5	1	5			
GEN	Weill's Disease	Leptospirosis can cause death or serious sickness	All Users	All participants to be made aware of the risk. Information sheets to be put up around the site. Encourage people to cover cuts up and try not to swallow the water. All users need to wash hands and face before eating. Instructors to encourage showering after the session where possible. All users are actively discouraged from entering the water deliberately.	5	1	5			
GEN	Estate Boundaries and Roads	Hit by cyclists and vehicles can cause minor to serious body injuries	All Users	Group are given precise boundaries, maps and clear briefing. keep number checks with the group. Vehicles movement on site is restricted. Maximum on-site speed limit of 10mph which is observed at all times, with the use of hazard lights on.	5	1	5			
GEN	Water - Falling in and Drowning	Distracted while partaking in the activity, watching other users on the water. Getting overexcited near the water edge can cause people to fall in and lead to possible drowning	All Users	Group given clear boundaries and made aware of hazards. All instructors to be aware of where their participants are on their activity. Group leaders to supervise there group on the bank	2	1	2			
GEN	Falling trees	Being hit by falling tree branches can cause serious body damage.	All Users	Tree survey carried out and visual checks are regular done. Tree work carried out as recommended and appropriate.	2	1	2			
GEN	Falling branches - "Summer drop"	Being hit by falling tree branches can cause serious body damage.	All Users	Guidance given to all customers as appropriate e.g. after extended dry season with advice to not shade or rest under trees, and not to pitch tents or park vehicles under them. Visual checks are regular done	2	1	2			
GEN	Unauthorized access or use of equipment or activities	Cuts, Bruises, grazes, lacerations, skeletal injuries, Spinal injuries and possible death.	All Users	Activities located within fenced areas - areas to be secured and locked when not in use. All equipment to be stored away in locked area. Activities in unsecured areas - all equipment to be locked away securely when not in use, or be removed to a securely locked area.	5	1	5			
GEN	Manual Handling	When lifting any resources whether planks of wood for the task / branches or poles or even each other, caution should be taken as minor injuries like cuts, grazes and bruises could occur. Head and back injuries can also occur.	All users	The Adult to explain best practice with lifting, including sharing the load, straight backs / bending knees and planning the route. Participants are supervise at all times when items or people are being moved around or lifted.	3	1	3			