

Girlguiding Risk Assessment

Site:	Foxlease	Assessment No.	FX/FEN
Assessor	Ivan Hall	Description of Building or Area	Walled garden marquee or a marked off area
Date of Assessment	04/01/2017		
Task/Activity/Process/Equipment	Fencing		
Technical Advisor (if applicable)		Equipment used (if applicable)	Foil, PPE, Etc.
Persons Name (If Applicable to vulnerable Groups etc)			
When Identifying HAZARDS consider:			
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			
FEN	Inappropriate clothing	Bruising, minor cuts and scrapes	Instructors and participants	Qualified Instructor to ensure participants are ready for the session. Participants to wear all protective clothing provided. Instructors and participants to wear minimum of long shorts and long sleeved top for limb protection whilst on session. Any participant not wearing required clothing will not be permitted to take part in the session.	2	2	4			
FEN	Use of foils without masks	Possible damage to the eyes, Bruising, minor cuts and scrapes to body.	Instructors and participants	Qualified Instructor must ensure that the group participants wear masks at all times when foils are in their hands. Masks to be put on before picking up foils. The Instructor is to maintain group control and ensure the safety rules are reinforced and stop bout(s) immediately if someone removes their face mask.	3	1	3			
FEN	Equipment failure	Bruising, minor cuts and scrapes and possible damage to the eyes.	Instructors and participants	All equipment has a Pre use check before the session and a monthly recorded inspections. All equipment to be correctly stored away and cleaned if necessary	3	1	3			

FEN	Uncontrolled bouts: Foil being waved around excessively, resulting in a whipping action.	Participants get out of control and could end up getting seriously injured. Could lead to cuts, bruises, lacerations, and possible broken bones.	Instructors and participants	Qualified Instructor to maintain control of all participants at all times. Clear safety briefing is given at the start of the session and is inline with the Safe Operating Procedures. Foil(s) to be removed from participants if it is felt that they would cause harm to anybody. In rare circumstances exclusion from the activity if it is felt appropriate.	2	3	6		
FEN	Unauthorised person entering the session area.	Cuts, bruises and lacerations and possible damage to the face and body due to lack of PPE	Any visiting people	Qualified Instructor to maintain vigilant at all times. The Instructor to control access to the session area and be aware of other guests on site. Instructor to set appropriate boundaries to control where the participants are permitted during the session.	3	1	3		
FEN	Unattended foils	Cuts, bruises and lacerations and damage to the face and body due to lack of PPE	Instructors, participants and wandering guests	Ensure foils are put away securely in their storage bag when the session is not in progress. Instructor to take the foils to and from session and not leave them unattended at any time. Foils are not to be left unsupervised between sessions. All foils to be returned and locked away at the end of the day.	4	1	4		
FEN	Incorrectly fitted PPE	Cuts, bruises and lacerations and damage to the face and body.	Instructors and participants	Qualified Instructor to issue out PPE and ensure that it is being fitted correctly and provide proper protection. Particular attention to be paid to the fitting of the mask to ensure participants are properly protected. Regular checks throughout the session to ensure all PPE is being worn correctly.	3	1	3		
This Risk Assessment work in conjunction with the Generic Risk Assessment (FX/GEN) and the Activities Safe Operating Procedures									