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| **Name of activity, event, and location** | **General Old Deer Park Activities**  **Games and Activities** | **Date of risk assessment** | **30/01/2021** | **Name of person doing this risk assessment** | **Alex Ball** |
| **Date of next review** | **30/01/2022** |

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| **What hazard have you identified?**  **What are the risks from it?** | **Who is at risk?** | **How are the risks already controlled?**  **What extra controls are needed?** | **What has changed that needs to be thought about and controlled?** |
| **A hazard** is something that may cause harm or damage.  **The risk** is the harm that may occur from the hazard. | For example: young people,  adult volunteers,  visitors | **Controls** are ways of making the activity safer by removing or reducing the risk.  For example, you may use a different piece of equipment or you might change the way you do the activity. | Keep **checking** throughout the activity in case you need to change what you’re doing or even **stop** the activity.  This is a great place to add comments which will be used as part of the review*.* |
| **Lone working** – if volunteers are in the building on their own before others arrive and an incident happens, others may not be aware | Leaders/Adult helpers | Leaders arrive at agreed times at the hut and then travel together to the park.  Adults carry mobile phones with them in case of an incident.  No Adults to carry out risky activities until at least two adults present. | Ensure parents / carers are aware of any changes of start end times if they are to occur |
| **Injury from balls / ropes / sports equipment etc** | Young People | Equipment for games to be kept in or near trolly or adult leaders when not in use  Young people not to handle games equipment unless told to do so  Soft balls to be used in throwing games i.e. when playing Measles  Explain to young people the importance of caring for and respecting equipment during games and activities.  Young people to be instructed on safe use of equipment at the start of each game activity.  Caution in rope games to prevent rope-burns or pulling limbs (e.g., Tug O’War or grab games) not letting rope run through hands; not attaching ropes to person; use rope appropriately.  Caution in Ball games to prevent tripping over ball or injury to feet (e.g., don’t stand on ball; wear appropriate footwear) or injury to others (e.g., do not throw to hard  Caution in games using bats/etc (e.g., be aware of others around batter; do not swing bat too high) |  |
| **Slips, trips, falls** | All present | Check ground is clear of obstacles that are likely to increase risk of tripping, slipping, or injury.  Make sure everyone’s wearing appropriate footwear and it’s secured to their feet (check laces are tied and so on).  Avoid excessively muddy or uneven ground |  |
| **Injury from hazards in area for games** glass on the ground, etc | All present | Particular care by leaders to check all game/activity areas are free from debris that may injure such as broken glass, especially if the area is for games including sitting or games that may mean the young person could not be on their feet  If young people are taking part in activities over a wide area where it is not practical to check the whole area then provide a suitable warning to be cautions and remain on feet in the safety instructions for that activity.  Ensure footwear is always worn; no bare feet |  |
| **Objects being thrown** | All | Safety instructions to be given before activity.  No throwing balls/objects at head/face.  No hard objects to be thrown |  |
| **limbs/fingers etc being trodden on during games** | Young People | Ensure that when rules of game are set out that young persons are advised to keep their fingers away from where feet may land.  Have sufficient room between young people if jumping over legs  Legs to be kept straight and flat if game involves jumping over legs. |  |
| **Dehydration / overexertion / physical limitations / existing medical conditions** | Young People | Parents/Guardians to inform leadership of any medical conditions or physical impediments of their young people that may impact their enjoyment of physical games.  Monitor young people throughout the evening.  Young People to bring a water bottle with them to the park  Build in quiet time and an opportunity to get a drink of water into each evening  Ensure young people are able to ask for a break or to get water at any time during activity | Periodically ask parents to update leaders on any medical conditions |
| **Behaviour** – overexcitement, pushing and shoving, taking unacceptable risks | Young People | Have a section code of conduct to set clear expectations of behaviour.  Ensure young people understand what is expected of them in terms of behaviour.  All games / activities should have clear rules, and these should be explained to young people at the start of each game or activity.  Clearly explain risks and safety measures to children at the start of any game or activity  Monitor behaviour especially during active games and pause or stop games if becoming hazardous due to behaviour.  Leader in charge monitors timings in the meeting to make sure activities flow from one to the next (and identify need for filler activities). | Periodically review code of conduct |
| **Bullying or discriminatory behaviour** | All Present | Have a section code of conduct to set clear expectations of behaviour.  Zero tolerance of any form of bullying or discriminatory behaviour from adults or young people alike | Periodically review code of conduct |
| **Security** – general public causing a nuisance to the meeting or young person leaving unattended. | Young People | Keep a register of those attending at the start of the meeting, and ensure all leaders are aware of numbers of young people in attendance.  Ensure travel to and from park as a group and check numbers present at appropriate times (arriving and departure from park, when returning to hut, after games where young people travel a further distance away)  Avoid holding the meeting in a space already occupied by other groups / members of the public.  Be polite and respectful of other park users. Avoid activities that may disturb other park users  If other groups or individuals are causing a nuisance to the meeting pause the meeting and more to a different area, or end the meeting waiting for parents to collect their children.  If situation feels unsafe notify police.  Leaders carry mobile phones. Leader in charge has access to InTouch details in case of emergency.  Clear communication between leaders and parents and carers so leaders know who’s dropping off and picking up each young person.  Adults follow group’s arrangements for preventing unauthorised leaving once all of the young people have arrived. |  |
| **Traffic** – injuries from collisions between vehicles and people. | All present | Those attending to remain in the park and not allowed to approach the main road at any time.  Ensure travel to and from park as a group and young people are aware of dangers of traffic while crossing small car park access road and in road outside the Scout Hut  Beaver and Cub aged groups supervised by leaders while crossing car park access road.  Travel to/from the park should be via official crossing route (i\e. The footbridge or pelican crossing) |  |
| **Darkness** | All Present | All those attending the meeting to have a hand or headtorch |  |
| **Weather related risks**  Heat, Cold, Rain | All Present | All those present should be dressed appropriately for the weather.  Warm and waterproof clothing is mandatory in winter  Appropriate footwear is mandatory, no sandals or flipflops in any season  Leader in charge to send anyone home who attends inadequately prepared for the weather conditions  Leaders to monitor those attending and make changes / end the evening if those attending become uncomfortable or if weather conditions suddenly change | Constantly monitor those attending and the weather conditions. Make adjustments to or end the meeting if no longer safe to continue. |
| **General injuries requiring first aid** | All present | Minimum of one member of leadership team to hold valid first aid certificate  Ensure first aid box is taken to park and is fully equipped.  Complete accident book in the event of injury or accident occurring  Contact parent/carer and inform them of the incident  Young persons personal medication to be handed to leaders at the start of meeting and collected at the end. | Replace used items and periodically check expire dates of first aid box contents |

### **North Richmond Sign off Sheet**

### **Completed by:** Alex Ball **Date:** 30/1/2021

### **Ammendment/Review (if needed):** Alex Petty **Date:** 5/2/2021

### **Approved by GSL:** Alex Petty Date: 5/2/2021

### **Approved by Exec:** Fiona Booth **Date:** 22/02/2021

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