

Dept./Leisure Centre	Operations Division	Section/Location	Countryside	RA Identification
Activity Manager		Risk Assessor(s)	R. Martyr J Arnold	Date of Assessment 24/04/2014 Date of Review 19-04-16 AG
H&S Co-ordinator	Steven Howell	Risk Assessment Title Outdoor activities for HDC Sites General RA 2014		

#	Equipment (If applicable)	Description of Activity (inc frequency and duration)	People at Risk	Significant Hazards	Adverse Effects	Existing Control Measures	Severity	Likelihood	Residual Risk Factor	Immediate Action (Up to 1 Month)	Long Term Action (1 month to 12 months)
1.						Group leaders advised to carry a mobile phone and have the mobile numbers of other staff Group leaders from schools working with a Ranger to be given Ranger's mobile number Group leaders to carry a first aid kit Rangers to carry a radio Suitable ratio of adult supervision is essential for all activities – this depends upon the age and ability of the group "How To" cards are provided for schools with a reminder of some of the specific H&S issues with each activity Group leaders responsible for the children at all times					
2.		General walk around the site	Participants	Children wandering off	Lost children panic	Talk to the children in advance about staying close to leaders. Tell them boundaries of activity if relevant. Ensure regular head counts are done.	2	1	2		
3.			Participants Staff Volunteers Rangers	Trips & slips - Uneven ground, holes, stumps, slippery surfaces, fallen branches etc	Bruises Cuts/grazes Sprains Breaks	Choose suitable location for the age of the group and type of activity. Regular site checks are carried out by Rangers/volunteers. Warn children not to run if conditions unsuitable. Warn participants the ground maybe slippery/trip hazards.	2	2	4		
4.				Falling trees/branches	Crushing Bruises Cuts Head injuries	Regular site safety checks are undertaken by trained staff & issues dealt with as necessary Yearly tree surveys carried out & resulting work undertaken Do not do activities in the woods if it is deemed too windy	3	1	3		
5.				Children climbing trees – falling off	Falling Bruises Sprains/twists Cuts Head or back injuries Breaks	Within a countryside environment, people will climb trees as an adventurous activity Set rules at the beginning of the session. Group leader to check the suitability of the tree/branches	3	1	3		
6.				Logs on the ground – children balancing on them & falling off	Bruises, sprains, breaks	Children will climb on and balance along logs as part of adventurous activities Help children as necessary eg if particularly slippery	2	1	3		
7.				Branches/twigs at head height	Banging head/cuts and bruises Poked eyes Whipping injuries	Children will be going off the paths as part of many activities. Warn children not to run if they are going along little paths etc in the vicinity of low branches Choose suitable location for activity. Warn children about branches and remove any that may be a specific hazard.	2	2	4		

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Risk Factor	Risk Category	Action guideline
1 – 3	Low	Maintain control measures
4 – 6	Medium	Review control measures
9	High	Stop activity and improve controls

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8.				Brambles/nettles etc.	Scratches Stings Allergic reaction	Groups will be exploring and coming into contact with plants Ensure they know which plants to avoid/take care with Identify large areas of risky plants before activity starts Group leaders to know allergies of children Groups asked to encourage children to wear trousers and sensible footwear (not sandals & shorts)	2	1	2		
9.				Tasty looking fungi/berries	Poisoning Tummy upsets	Investigating seeds & fruit is part of some education activities Warn children of the dangers of eating anything they might find Keep fingers away from mouth & eyes Ensure group leaders initiate good hand washing routines Do not allow participants to eat anything unless it has been formally identified by a responsible adult (eg black berries, wild plum, orchard fruit, cherries, hazel nuts)	3	1	3		
10.				Dangerous litter Chemicals/ Biochemical waste/Drugs etc	Infections Poisoning Inhalation Burns	Regular site checks & litter picks are carried out Check the area for problems at the start of, or before, each activity Warn children of the dangers of touching any litter Ask children to report anything they may find to the group leader	2	1	2		
11.				Soil	Tetanus and other infection	Ensure group leaders initiate good hand washing routines Warn & remind children to keep their hands away from their faces & mouths until they have washed them. Be aware of children who may suck thumbs. Group leaders to ensure cuts/grazes on hands are covered up if the activity involves touching soil – eg minibeast hunting, woodland collages	2	1	2		
12.				Dogs in park	Injury (bitten, scratched, knocked down)	Request that owners keep dogs on leads in restricted areas. Rangers & group leaders can ask public to put dog on lead near to activity Warn children not to touch dogs that may approach them unless they check with the owner.	2	1	2		
13.				Dogs faeces	Toxicara Tetanus	Warn leaders & children to look out for dog poo & report any found. Pre activity site check where possible Ensure group leaders initiate good hand washing routines	2	1	2		
14.				Water	Falling in Drowning Weil's disease Infection Cold	Ensure group leaders are aware of the possibility of infections. Ask leaders to ensure all cuts are covered with waterproof plasters/gloves. Ensure group leaders initiate good hand washing routines Choose a suitable location for activities Carry heat/foil blankets if working near water in cold conditions Choose suitable locations for activities away from water if possible Encourage groups to bring a change of clothes in case of	3	1	3		

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						someone falling in						
15.				Public meeting vehicles in collision situation	Collision between lorries, cars, people incl. children, dogs, bikes and horses	Vehicles moving at max 10mph on site & drivers know to stop or slow down near groups/public Vehicles not working in same vicinity as organised event Vehicles crossing paths where views are limited need to have a pedestrian guiding them	3	1	3			
16.				Weather	Heat/cold	Advise participants to wear suitable clothing Be aware of participants behaviour altering Have drinks available if appropriate, take breaks accordingly Encourage schools to take water bottles out for activities if it is hot – warn them to keep them clean	2	2	4			
17.				Insects	Stings/bites Allergies Anaphylactic shock	It is the school group leaders responsibility to know who has severe allergies Group leaders to ensure children have correct medication with them. Be aware of bees visiting clover when sitting on the grass	3	1	3			
18.				Flowers	Pollen – allergies, especially asthma	It is the school group leaders responsibility to know who has severe allergies Group leaders to ensure children have correct medication with them.	2	1	2			
19.		Additional Risks with specific activities, all of the above are still relevant										
20.												
21.	Nets Trays	Pond dipping		Water	Drowning	Pond dipping area checked for loose edging, steep gradients etc - select location carefully if working from the bank Encourage young children to kneel and spread out Limit movement around the platform Monitor numbers on the platform	3	1	3			
22.				Contact with Blue green algae	Nausea, ill health	Visual checks undertaken prior to starting Pond dipping must not occur if blue-green algae is known to be present.	3	1	3			
23.				Weil's Disease	Infection	Ensure group leaders are aware of Weils Disease Provide group leaders with information of causes and emphasise the need for participants to wash hands before eating Specific reminder at the start of activity to keep hands away from eyes & mouth	3	2	6			
24.				Tripping/slipping on platform	Bruises Sprains Breaks	Ensure limited numbers/movement on platform (children to sit or kneel) and trays placed close to children Adults to be careful when walking around and aware of tripping over nets or children Help children on & off platform if necessary	2	1	2			

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25.				Nets hitting others or equipment	Bruises Cuts	Ensure careful carrying & use of nets Ensure participants are spread out around the platform/bank Ensure participants move the net slowly to minimise injury if it does hit someone	2	2	4		
26.				Splinters from platforms/pond net handles	Infections	Check standard of platform/equipment for safety before use Regular site checks are carried out	1	1	1		
27.		Environmental Education "Mini-Beast Hunting"		Getting stung or bitten by insects	Allergies Anaphylactic shock	Ensure they have respect for the mini-beasts and know how to handle them/catch them correctly. Ensure they are aware of which insects may harm them and suggest they avoid purposefully catching them	3	1	3		
28.				Dropping logs on toes/fingers	Bruises/cuts/ crushing	Group leaders to demonstrate activity to participants. Warn group not to move large logs on their own	2	1	2		
29.				Nets hitting others	Bumps/bruises	Demonstrate how to use nets and how to carry them.	1	1	1		
30.		Collecting activities such as "Smelly Cocktails" & "Paint Palettes" "Leaf Slides", scavenger hunts, collages.		Poisonous plants	Poisons Upset tummies	Explain risks prior to starting event Do not allow participants to eat anything unless it has been formally identified by a responsible adult (eg black berries, wild plum, orchard fruit, cherries, hazel nuts)	2	2	4		
31.				Tasting "cocktail"	Poisoning & tummy upsets	Inform them of the risks of ingesting unknown plants and of eating and licking fingers without washing their hands Tasting is not part of the activity	2	1	2		
32.		Walking with a blindfold on eg "Meet a Tree", team building,		Bumping into things Tripping over	Bruises Sprains Breaks Grazes	Remove or avoid major obstacles (depending upon age & ability) Walk slowly whilst undertaking activity Guide each other verbally or physically or via a string – depending upon age, ability and activity	2	2	4		
33.		"Mirror Walking" (whilst looking in a mirror at different angles)		Bumping into things Tripping over	Bruises Sprains Breaks Grazes	Explain boundaries of activity Demonstrate how to do activity to remain safe Choose suitable location for activity Walk slowly whilst undertaking activity	2	1	2		
34.		Environmental Education "Den Building"		Branches/logs Tripping over	Bumps Crush Whipping injuries Falling Bruises Grazes/cuts	Ensure dens are destroyed by adults Explain need to check the security of logs/branches as they put them onto the den Ensure children do not go into dens whilst it is being created Den to be checked by an adult for unsafe logs or branches at eye level before the children go into it Do not allow children to run while carrying/dragging logs/branches Monitor how many children enter the den to avoid shoving & unbalancing into the sides of the den	2	2	4		

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35.				Splinters	Infections Cuts	Handling the logs/branches & getting muddy is part of the activity The branches are all natural and it is not possible to check each one before the activity	1	2	2		
36.				Carrying logs & branches	Back Injuries (weight) Whipping injuries Eye injuries	Manual handling - explain risks of lifting heavy items alone Ensure two people carry heavy logs Explain heavy logs need lots of support and should not rest on light logs Ensure they ask for help handling large, long or whippy branches.	2	1	2		
37.		Map & compass work & Orienteering (not a timed running event)		Getting lost	Panic	Ensure participants have a map & watch/phone & know what time they need to be back at "base" Each groups may need a leader with them depending upon age and ability	1	2	2		
38.				Tripping while map reading	Bruises, breaks, strains, grazes	Ensure participants know not to look at the map whilst travelling	2	1	2		
39.		Meet the Bees		Stings	Allergic reactions Anaphylactic shock	Groups will watch the bees from the viewing gallery Group leaders to look out for bees that may have entered the gallery & kill or remove them	3	1	3		
40.											
41.											

Management Action Plan				
Line	Immediate / Long Term Action	Owner	Target Date	Comp Date

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