

CENTRAL YORKSHIRE SCOUT COUNTY

RISK ASSESSMENT FOR RESIDENTIAL VISITS

RISK ASSESSMENT FOR: LOCAL VISIT INVOLVING WALKING

NAME OF DISTRICT/GROUP:

NAME OF PERSON COMPLETING RISK ASSESSMENT/UPDATE:

DATE OF RISK ASSESSMENT/UPDATE:

The aim of a generic risk assessment is to provide general information on the type of hazards adults and young members (as well as others who may be involved) are exposed to.

The list given is by no means an exhaustive one. Hazards which are not listed but are specific to your visit should be recorded on the blank assessment form.

IF AFTER YOU HAVE IMPLEMENTED ALL THE CONTROL MEASURES AND YOUR 'RISK RATING AFTER' IS STILL SUBSTANTIAL OR ABOVE, PLEASE CONSULT THE ACC ACTIVITIES BEFORE VISIT IS UNDERTAKEN.

Local Visit [Involving Walking]

RISK CALCULATOR

Likelihood	<i>Unlikely</i>	<i>Possible</i>	<i>Likely</i>
Consequence			
<i>Slightly harmful</i>	Trivial	Acceptable	Moderate
<i>Harmful</i>	Acceptable	Moderate	Substantial
<i>Extremely harmful</i>	Moderate	Substantial	Unacceptable

RISK CONTROL TABLE

Risk Level	Control
Trivial and Acceptable	No action required – keep note that risk has been identified as trivial in case it is brought up in a civil claim
Moderate	If it is reasonably practicable to undertake some action to reduce the level of risk this should be done. If the risk is moderate because the consequences are extremely harmful it is unlikely that there can be any further reduction without significant effort. Ensure there is a suitable system in place. Continue to monitor.
Substantial and Unacceptable	Action must be taken to remove or reduce the risk. If action cannot reduce or remove the level of risk the activity should not be undertaken. If this level arises as the result of a Decision Making assessment the activity should cease immediately.

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Local Visit [Involving Walking]

Hazard Observed	Who may be harmed?	Risks Ratings Before	Control Measures	Risk Rating After	Control Measures to be implemented and by whom (name, date & Signature)
<p>Traffic (inc. crossing roads, narrow pavements, no pavements, blind corners, speeding traffic)</p>	<p>Young members, Leaders other adults helpers</p>	<p>Unacceptable</p>	<p>Site pre-visited by leaders and safe routes and crossing points identified and given to all adults on the trip. Choose routes which avoid areas without pavements and any road works as far as possible.</p> <p>Young members briefed in safe behaviour and highway code before visit and as they set off, with reminders as necessary throughout the trip.</p> <p>Always walk towards traffic.</p> <p>Young members to walk in single file on narrow pavements or roadways, towards the flow of traffic where possible. In pairs at other times.</p> <p>Young members and adults to wear some form of high visibility clothing when walking on roads / narrow pavements</p> <p>Adults to lead and bring up the rear of the group, with other adults interspersed throughout when walking in groups. These adults should be in high visibility vests.</p> <p>High adult : young person ration to allow strict supervision</p>	<p>Acceptable</p>	

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Local Visit [Involving Walking]

Hazard Observed	Who may be harmed?	Risks Ratings Before	Control Measures	Risk Rating After	Control Measures to be implemented and by whom (name, date & Signature)
			At blind corners / bends, adult look forward to ensure the way is clear – young members to be marshalled around adult.		
Trips, Slips and Falls	Young members, Leaders and other adult helpers	Substantial	<p>Leader to inform all members of any potential hazards previously identified.</p> <p>The above hazards should be avoided where possible, if this is not possible, ensure leaders inform young members of hazards and stress the importance of diligence and care.</p> <p>Ensure appropriate footwear is worn.</p> <p>Mobile phones not to be used whilst working or crossing roads.</p>	Acceptable	
Cold/Wet or too hot weather	Young members, Leaders and other adult helpers	Substantial	<p>Pre – equipment list sent out to parents e.g., bring waterproofs, drinks, sun cream etc.. Spare sun cream and facility to get a drink held by adults.</p> <p>Obtain weather forecast and cancel trip if adverse conditions would affect health and safety control measures e.g., visibility reduced on roadways being walked upon.</p>	Acceptable	

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			Procedures in place to contact parents if trip called off beforehand, or procedures arranged to get young members back to the start/collection point.		
Abduction Children getting lost / wandering into danger	Young members, Leaders and other adult helpers	Substantial	<p>Clear instructions to be given so children know what is expected of them.</p> <p>Children have clearly laid out plans of what they are expected to achieve during the visit.</p> <p>Adequate supervisory ratios following POR guidelines.</p> <p>Awareness and understanding of own young members and other adults.</p> <p>Leaders to have list of groupings.</p> <p>Periodic head counts to be done, either in their group or as a whole.</p> <p>Clear instructions given as to what to do if become separated from group.</p> <p>Provide identification badges with Group/Section name and contact numbers of group leader , not the child's name.</p>	Acceptable	

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			Meeting point arranged and attended by an adult supervisor at all times.		
Members of the public	Young members, Leaders and other adult helpers	Substantial	<p>Close supervision at all times.</p> <p>Clear instructions as to expectations of behaviour and responsibilities to one another and to members of the public.</p> <p>Make children aware of danger of talking to strangers.</p>	Acceptable	
Medical Emergencies	Young members, Leaders and other adult helpers	Substantial	<p>Adults have list of medical conditions of young members and check relevant medication brought with child on the day.</p> <p>All adults have mobile phones and a list of the contact numbers of all the other adults.</p> <p>Procedures in place to get young members and adults off site and back to the Group Headquarters/Collection point.</p>	Acceptable	

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Local Visit [Involving Walking]

Hazard Observed	Who may be harmed?	Risks Ratings Before	Control Measures	Risk Rating After	Control Measures to be implemented and by whom (name, date & Signature)

Group/Section Identified Risks For: -

Hazards Observed	Who may be harmed	Risk Rating Before	Control Measures	Risk Rating After	Control Measures to be Implemented and by whom (name, date & signature)

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Events / Circumstances that could increase risk:
<ul style="list-style-type: none"> ◆ Attendance of other parties of youngsters ◆ Large numbers of people at the venue

Other appropriate risk assessments to consider are: -

Please ensure the following people have been informed of the risk assessment by the most appropriate means:	<input type="checkbox"/> All Leaders/Assistants <input type="checkbox"/> Home Contact <input type="checkbox"/> Parents <input type="checkbox"/> Young Members	
Have adults been instructed to report newly identified hazards at post visit meeting?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Details of newly identified hazards.
Assessment frequency:	Prior, during and after any visits	
Assessment Dates:		
Date:	Signed:	