

Risk assessment

Name of activity, event, and location	Silver buckle 2024 Held at Tolmers	Date of risk assessment	1 st July 2024	Name of person doing this risk assessment	Andy Barnard Working with others
		Date of next review	June 2025 or On each new camp		

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? How will they be communicated to young people and adults?	Review & revise. What has changed that needs to be thought about and controlled?
Site Features – Risk of injuries from: Natural features Plant & Equipment	All present	On arrival to camp check our camping area to determine any hazards e.g. over hanging branches, roots and protruding rocks Remind scouts that all archery shooting areas are out of bounds unless for our designated shooting time Ensure appropriate footwear is worn at all times Scouts reminded to stay inside camp boundaries unless permission given	
Water – Infection	All present	Ensure scouts only use designated drinking water tapes	
Toilets and showers – Safeguarding issues	Scouts/Young Leaders	Establish what toilets are being used and to use these facilities in pairs overnight. Leaders should use the over 18 toilet block or the individual cubicals by office during the night	
People & vehicles – Risk of collision and injury	All present	Any vehicles on site to be advised to follow the speed limits and to be mindful of young people in the area To remind young people to be watchful and careful of vehicles entering the site on set up and take down Ensure YP are aware of car park and to avoid unless leader permission given	
Heavy loads – Back or other injuries to adults and YP	All present	Heavy items to be lifted and carried by 2 leaders/adults and have a leader assess what the young people are carrying	

You can find more information in the Safety checklist for leaders and at scouts.org.uk/safety

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Tentage, guy lines, trip hazards, items stored at low levels – Tripping on guy lines and tent pegs, boxes and natural items	Scouts/leaders	Instruct a 'no running' rule around tents and immediate site Mark any obstacles so clearly visible Keep young people out and away from ditches etc. Keep young people away from thistles/stinging nettles/barbed fence wire	
Sleeping Facilities – Safeguarding issues	Scouts/leaders	Ensure sleeping facilities provide appropriate division of adults and YP Ensure that all YP are happy with who they are staying/sharing a tent with Ensure young people can safely enter and exit their tents without causing harm	
Food – Food poisoning	Scouts/leaders	Plan menu to suit facilities available Ensure correct storage of food All to clean hands thoroughly before and after food preparing and before consuming food	
Lightweight cooking equipment – Risk of fire, Carbon monoxide	Leaders	No cooking in sleeping tents – have alternative shelter specifically for cooking/sitting to eat Clearly explain the dangers to all users, both young people and adults	
Cooking – Hot surfaces, hot liquids, cooking fats Risk of fire Burns	Leaders	Check cooking equipment is safe (non-wobbly)tables. Fire fighting equipment is at hand in building Keep cooking area clear of obstructions and young people (unless designated to help) First aid kit in camp –call First Aid leader if required	
Power Tools Used by someone inexperienced causing injury	leaders	power tools to only be used by leaders in a marked out cutting Zone. Tools to be stored in leaders tents with out batterys in them To prevent young people using them Correct ppe should be worn when using tools	

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<p>Using open fires – Risk of burns from mistakes or misuse Starting fires – creating sparks</p>	<p>All present</p>	<p>Restrict access by using in a defined area. Leaders to supervise young people when they're using hot items Keep woodpile well away from the fire - at least 2 metres Brief young people on safe use of cooking equipment or fire before use and on the possible dangers of firelighting Have rules for firelighting including – for example: no picking up burning wood; no throwing objects onto the fire; hold wood at one end and lower onto the fire with your fingers near the ground. No removing wood from the fire once it has been put on To start a fire only use kindling or bought fire lighters. Do NOT use accelerants on the fire (any substance or mixture that accelerates or speeds the development and escalation of fire) – such as petrol, lighter fuel and other spirits Avoid loose clothing around fires – watch out for open coats, sleeves and scarves. Tuck them in and keep coats, hoodies fastened. Tie back loose hair. Do not reach over fires or flames Make sure there is an appropriate first aid kit available and that leader training is up to date Make sure that cold water is available nearby – there should be at least a bucket, running tepid water is best if possible</p>	
<p>Appropriate adults – Injuries from poor management of camp, activities and facilities</p>	<p>All adults</p>	<p>Ensure all leaders and adult helpers have completed appropriate personal enquiry checks Event run by a leader with correct Nights Away Permit Appropriate adult: child ratios are in place Nights Away risk assessment logged with DC</p>	
<p>Incidents – Risk of prolonged/increased injuries from lack of management</p>	<p>All adults</p>	<p>Suitable first aid cover is in place. Details of emergency department of hospital and local doctors. Ensure robust InTouch process is in place Medication to be stored securely and leaders to supervise schedule of taking medicines Be aware of additional environmental hazards such as heatstroke, sunburn, ticks and other insects and animals</p>	

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		Covid Considerations	
Risk of spread of infection Covid and other infections	All present	<p>Ask anyone showing signs of infection or with family members showing sign of infection not to attend.</p> <p>Detailed attendee list for camp to be maintained by leader team. Ensure all YP and adult contact details are up to date with a robust InTouch system in place.</p> <p>Limit the numbers attending to make social distancing easier to maintain YP asked not to share phones or other personal items.</p> <p>Remind scouts and young leaders on arrival and set up of tents that they are not permitted to go into other tents apart from their own.</p> <p>In the event of an accident or anyone taken ill (showing signs of COVID) - provide safe space away from others and arrange for transport. Other YP should be kept away from the area and sent home asap.</p>	

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