

Outdoor Adventure Team Risk Assessment

Details of assessment				Equipment Involved (if applicable)			
Operation covered by this assessment: (HA001)							
Generic Bushcraft							
Location: Haigh Woodland Park							
Date of assessment:	30/10/2023	Issue No:	2				
Assessor name: Vicky Lopez							

Step 1		Step 2		Step 3		Step 4	
What are the hazards?	Who might be harmed and how?	What are you already doing?		What further action is necessary?	Action by whom	Action by when	Done
Hazard: Weather conditions	Staff Participants General Public Risk: Sun burn, sun stroke, dehydration, hyperthermia	<ul style="list-style-type: none"> Participants advised to wear suitable clothing for the expected weather conditions eg: waterproof clothing in the rain. Sun cream, a hat and a water bottle advised for hot conditions. Weather forecast checked prior to session. If weather deems it unsafe for the session to run, then it must be cancelled or re-arranged. Sessions to take place in daylight with good visibility unless a specified evening session. 		Info on booking site re clothing. Instructor to advise in briefing before session.	Trained member of staff	At point of booking and pre session starting	
Hazard: Litter Risk: Cuts, puncture wounds, infection	Staff Participants General Public	<ul style="list-style-type: none"> Check the site before the session and remove any dangerous waste eg: glass prior to the visit. Recycle if possible. Health and safety talk at the start of the session to advise participants what to do if any litter is found. First Aid kit and first aid trained Forest School 		Full briefing given before session starts	Trained member of staff	Pre session starting and during session	

		<p>Practitioner available.</p> <ul style="list-style-type: none"> • Hand washing facilities available at public toilets. • Participants to dispose of any litter in a suitable bin or refuse bag or keep hold of it until it can be disposed of properly. 				
<p>Hazard: Animal Faeces</p> <p>Risk: Infection and disease</p>	<p>Staff Participants General Public</p>	<ul style="list-style-type: none"> • Check the site before the session and remove any faeces using poo bags and gloves. • Health and Safety talk at the beginning of the session to advise what to do if faeces are found. • Hand washing facilities available at the public toilets. 	Full briefing given before the session starts	Trained member of staff	Pre session starting and during session	
<p>Hazard: Slippery, uneven surfaces</p> <p>Risk: Injury from slips, trips and falls</p>	<p>Staff Participants General Public</p>	<ul style="list-style-type: none"> • Check the route to the site and activity area prior to the session and reduce any hazards as far as practically possible. • Safety talk at the start of the session highlighting any hazards ie tree roots, slippery ground, but noting that this is a natural woodland area and natural hazards are common. • Advise all participants prior to the session to wear suitable footwear. • Cordon off any severely affected areas. • Ensure all pathways remain clear at the start and throughout the session. 	Full briefing given before the session starts	Trained member of staff	Pre session starting and during session	
<p>Hazard: Falling branches</p>	<p>Staff Participants General Public</p>	<ul style="list-style-type: none"> • Trees visually inspected at site being used for activity and after adverse weather. 	Full briefing given before the session	Trained member of staff	Pre session starting	

<p>Risk: Injury if hit, bumps & bruises</p>		<ul style="list-style-type: none"> • Dead branches to be removed – seek assistance from Grounds Team. • Met Office report checked prior weather warnings suggest it is unsafe to be under a tree canopy. 	starts		and during session	
<p>Hazard: Injury from low branches</p> <p>Risk: Head injury, falls, bumps, bruises</p>	<p>Staff Participants General Public</p>	<ul style="list-style-type: none"> • Remove if on a pathway, brief participants to be aware of low overhanging branches if they go off the paths. • Regular maintenance of site and site check completed prior to activity. • Participants given boundaries to ensure they remain within a safe assessed environment. • All participants are supervised by instructors, who will explain activities and give a safety talk. 	Full briefing given before the session starts	Trained member of staff	Pre session starting and during session	
<p>Hazard: Poisonous, stinging, thorny plants and fungi</p> <p>Risk: Illness, irritation to the skin, cuts and scratches</p>	<p>Staff Participants General Public</p>	<ul style="list-style-type: none"> • Participants advised to wear suitable clothing and footwear prior to visit. • Boundaries highlighted for the session. • Children shown significant plants, eg brambles and nettles at the start of the session. • Safety talk at the start of the session about plants and fungi. • Give instructions not to pick anything that is growing – call an adult to check and identify plant/fungi. • Wash hands before eating and do not put fingers in mouths. • Nothing to be eaten or put into mouth unless food/drink given by an instructor in 	Full briefing given before the session starts	Trained member of staff	Pre session starting and during session	

		<p>accordance with the agreed activity (i.e. hot drinks, toasting marshmallows, chocolate bananas/apple press/ dampers) with a basic hygiene certificate.</p> <ul style="list-style-type: none"> • Details of any allergies given to instructors on booking visit. • All children are supervised by teacher and Instructors. 				
<p>Hazard: Soil</p> <p>Risk: Infections and diseases</p>	<p>Staff Participants General Public</p>	<ul style="list-style-type: none"> • Safety talk at the start of the session. • Wash/sanitise hands before eating. • Don't put fingers in mouths. • Hand washing facilities available in public toilets on site. 	Full briefing given before the session starts	Trained member of staff	Pre session starting and during session	
<p>Hazard: Insect bites/stings, pollen</p> <p>Risk: Allergic reaction, anaphylactic shock</p>	<p>Staff Participants General Public</p>	<ul style="list-style-type: none"> • Forest School Practitioners are first aid trained and will always carry a mobile phone, in case of a severe first aid emergency. • Allergy information to be provided before the session. • Routes to activities to be checked for bee/wasp nests on a regular basis and cordoned off if one is found. • Medication (inhalers/EpiPen) to be brought with a child and administered if needed. 	Full briefing given before the session starts	Trained member of staff	Pre session starting and during session	
<p>Hazard: Participants behaviour</p> <p>Risk: Danger to themselves and/or others</p>	<p>Staff Participants General Public</p>	<ul style="list-style-type: none"> • Participants are informed before the session what the expectations are of their behaviour. • Participants who display persistent poor behaviour and/or put others at risk may be asked to leave the activity. 	Full briefing given before the session starts	Trained member of staff	Pre session starting and during session	

<p>Hazard Manual Handling</p> <p>Risk: Back/neck/arm/leg injury</p>	<p>Staff Participants</p>	<ul style="list-style-type: none"> • Staff trained in Manual Handling • Session lead responsible for passing on key manual handling messages to participants. 'If it's bigger than you – it takes two, if it's bigger than me – it takes three'. • Where possible remove the need to lift and carry heavy objects over long distances. Use a trolley or a wheelbarrow. 	<p>Full briefing given before the session starts</p>	<p>Trained member of staff</p>	<p>Pre session starting and during session</p>	
<p>Hazard: Lost children</p> <p>Risk: Missing child, injury, distress</p>	<p>Participants</p>	<ul style="list-style-type: none"> • Everyone is made aware of the boundary for the activity. • Children must be accompanied by an adult to use the toilet. • Regular head count at appropriate times during the session. • Maintain the correct child/staff ratio throughout the session. • Missing child procedure followed in the event of an emergency. • Session leader to have access to a walkie talkie and a mobile phone for use in an emergency. 	<p>Full briefing given before the session starts</p>	<p>Trained member of staff</p>	<p>Pre session starting and during session</p>	
<p>Hazard: Lone working</p> <p>Risk: Injury when alone, no help</p>	<p>Staff</p>	<ul style="list-style-type: none"> • Always tell someone if you are working alone, where you will be, and when you are expected to return. • Always carry a mobile phone and a walkie talkie. • Do not take unnecessary risks or carry heavy loads without support. 	<p>Full briefing given before the session starts</p>	<p>Trained member of staff</p>	<p>Pre session starting and during session</p>	

<p>Hazard: Stranger Danger.</p> <p>Risk: Personal Injury, Abduction</p>	<p>Staff Participants</p>	<ul style="list-style-type: none"> • All Instructors CRB checked - introduce all Instructors involved in the session to teachers and pupils. • Regular head counts, clearly defined boundaries. • Emergency procedure followed if participants are missing. • All instructors carry a mobile phone and walkie talkie in case of an emergency. 	<p>Full briefing given before the session starts</p>	<p>Trained member of staff</p>	<p>Pre session starting and during session</p>	
<p>Hazard: First aid emergency and medical condition</p> <p>Risk: Allergic reaction, asthma attack, heart attack, epilepsy etc</p>	<p>Staff Participants General Public</p>	<ul style="list-style-type: none"> • Session leaders are first Aid trained and carry a mobile phone and walkie talkie in case of an emergency. • First aid kit and defibrillator on site. • Medical information requested from group leaders. • Check participants have any necessary medication eg inhalers. 	<p>Full briefing given before the session starts</p>	<p>Trained member of staff</p>	<p>Pre session starting and during session</p>	
<p>Step 5 Next Review Dates: 30/10/24 Issue 1 10/06/22 VL Issue 2 30/10/23 VL</p>						

