

Covid-19 restarting face to face Scouting risk assessment

Name of Section or Activity	Scout Adventures – Day and Residential visits to site, and offsite instructed delivery.	Date of risk assessment	06/12/2021	Name of who undertook this risk assessment	Dan Woodhouse	COVID-19 readiness level transition	Yellow
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Hazard Identified? / Risks from it?	Who is at risk?	How the risks are already controlled? What extra controls are needed?	What has changed that needs to be thought about and controlled?
Managing expectations and experience of guests. Risk of infection spread between visiting groups, and/or groups and centre team.	Young people, Leaders, Visitors and staff	<ul style="list-style-type: none"> o Only group sizes which adhere to the TSA readiness levels or School Guidance will be allowed. o All groups will be allocated separate space to operate. o All bookings to be made and paid for prior to arrival. Booking entered on Cinolla to manage and enable track and trace. Any payments taken by card or BACS. o Groups made aware of where to meet and behaviour expected of them during their visit to the centre with pre-arrival info (to include hygiene responsibilities, behaviour, adherence to arrival and departure etc.) for group leader. o Groups made aware that there will be limited support or contact from centre team apart from in an emergency to minimise contact. o Groups made aware of the need to follow Scout/NYA guidance for wearing of face masks for those over 11 years old. 	
Maintaining social distance at drop off and pick up: higher risk of infection spread if social distancing not maintained.	Young people, Leaders, Visitors and staff	<ul style="list-style-type: none"> o Arrival and pick up- times will be staggered between groups. Groups will be asked to drop off in carpark rather than waiting/congregating. o Check in and out procedure to be managed using text messages to the duty manager number to avoid any unnecessary contact. 	
Maintaining social distance during visit: higher risk of infection spread if social distancing not maintained.	Young people, Leaders, Visitors and staff	<ul style="list-style-type: none"> o Groups on site to be kept separate with clearly defined areas for each group. o Groups are expected to operate within their own Covid risk assessment for the self-led activity. o Signage and instructions encouraging guests to wear masks when using communal buildings such as shop and reception. o All staff and volunteers will wear face coverings when dealing with customers in indoor spaces where the customer is required to wear a mask, unless there is a suitable barrier or screen. 	
Hygiene of people: higher risk of infection spread if proper hand washing not carried out.	Young people, Leaders, Visitors and staff	<ul style="list-style-type: none"> o Hand sanitiser/hand washing provided throughout sites at key locations including toilet blocks and reception as required. Handwashing signs mounted around site. 	
Risk of cross contamination from use of buildings for residential accommodation.	Young people, Leaders, Visitors and staff	<ul style="list-style-type: none"> o All buildings to be used as sole occupancy by visiting groups o Buildings will be cleaned between visiting groups – arrival departure times may be amended to reflect the time required for this. 	

Additional information can be found in the [Safety Checklist for Leaders](https://scouts.org.uk/safety) and other information at scouts.org.uk/safety

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		<ul style="list-style-type: none"> ○ If the building has been used by someone known/suspected to have the virus then cleaning should be delayed by 48 hours, OR cleaning staff should wear face coverings in addition to normal PPE precautions. ○ Groups to be reminded of the need to manage indoor accommodation in line with current guidance, and their responsibility for maintaining hygiene procedures during their visit. 	
Risk of infection spreading while administering first aid.	Young people, Leaders, Visitors and staff	<ul style="list-style-type: none"> ○ Leaders are responsible for providing First Aid, staff will only provide emergency assistance. ○ If assistance is provided first aiders to wear a mask, gloves and sanitise equipment as needed. 	
Hygiene of toilets: higher risk of infection spread if hygiene not carried out.	Young people, Leaders, Visitors and staff	<ul style="list-style-type: none"> ○ Capacity of toilet blocks is restricted. This will be displayed on the entrance doors. ○ Toilets cleaned before groups arrive and at regular intervals throughout the day. ○ PPE provided for team members cleaning. ○ Showers – will be managed within the current guidelines for shared facilities. 	
Delivery of Instructed Programme (On site or off site, including Generation Green day visits)			
Risk of infection spread between participants and delivery team.	Young people, Leaders, Visitors and staff	<ul style="list-style-type: none"> ○ Programmes to be delivered outdoors whenever possible. ○ All activity is planned so that participants and instructors can maintain social distance. ○ Instructors will have demonstration/example resources where practical to minimise cross contamination. Where not possible hand sanitising will be used. ○ Instructors complete twice weekly testing in line with TSA Policy 	
Risk of infection spread between participants in each group.	Participants	<ul style="list-style-type: none"> ○ All activities designed for social distancing to be used – when operating off site (e.g. within a school site) then delivery will adopt the controls and arrangements that are in practice within that institution to ensure consistency for young people. ○ Team Leader to identify Covid measures in place and brief instructing team about how these work for the venue. ○ Groups split into teams of 12, based on school/groups existing arrangements. ○ Session plans for Generation Green work identify specific points where participants must sanitise hands and equipment should be quarantined/sanitised. 	
Maintaining social distance during travel and overnight accommodation	Staff	<ul style="list-style-type: none"> ○ Only members of the same household will travel in the same vehicle wherever possible. ○ Household based accommodation for instructors to be booked where ever possible ○ Shared bedrooms are always assigned to only include one household. ○ Staff to follow procedures in place by accommodation and catering providers. 	
Minimising cross contamination during day: working with different classes/groups	Young people, Leaders, Visitors and staff	<ul style="list-style-type: none"> ○ Enough activity equipment for each active line to have its own resources. ○ Participants asked to sanitise hands regularly. 	

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Maintaining social distancing in buildings (e.g. using toilets)	Young people, Leaders, Visitors and staff	<ul style="list-style-type: none"> o Team Leader to identify Covid measures in place and brief instructing team about how these work for the venue. o Good hygiene practice to be maintained, and masks to be worn indoors. 	
Review: This risk assessment will be reviewed when there is a change in practice, or restrictions which affects the operation.			

We take personal data privacy seriously. The data in this form is used to assess the suitability for the return to face to face Scouting based on the controls put in place. The personal data in this form is used to identify the individuals who have completed and approved the risk assessment. This includes the individual who undertook the assessment, the line manager, Executive members and County Commissioner, who will all have access to this data. Scouts headquarters will retain this data for 3 years after the Covid-19 readiness level goes to 'Green' and does not return to 'Amber' or 'Red' to act as evidence of the assessment taking place. For further details on the Scouts data processing stance please visit our Data Protection Policy here. <https://scouts.org.uk/DPPolicy>.