

Scout Adventures – Gilwell Park

On-ground Activity Risk Assessments (Generic and Element Specific)

This document contains the risk assessment and controls for each off ground activity base on the centre. It covers:

- Aeroball
- Archery
- Backwoods Cooking
- Bushcraft (tool use)
- Fencing
- Fire Lighting / Campfire
- Frisbee Golf
- Grass Sledging
- Hike
- Low Ropes
- Orienteering Pedal Go carts
- Pioneering
- Pond Dipping
- Rifle Shooting
- Rocket Launch
- Sensory Trail
- Shelter Building
- Site Work
- Team Building
- Tomahawk Throwing
- Wide Games

To use this risk assessment:

- 1) Read the Generic off ground risk assessment, **THEN**
- 2) Read the Element specific risk assessment for the activity.

Severity Factor & Remaining Risk Assessment

The following descriptors are used in each risk assessment. Note that a **MEDIUM** residual risk is used to show that a hazard still requires dynamic risk assessment within the session by the instructor.

Level	Severity Description	Residual Risk Description
Low	Minor injury requiring no treatment, or simple first aid.	Control measures have reduced the severity and/or likelihood to minimal levels.
Medium	Injury would require the participant to stop doing the activity; medical treatment is beyond the skills of a basic first aider.	Control measures have reduced severity and/or likelihood to an adequate level but hazard still requires dynamic risk assessment and conscious consideration.
High	Injury would require expert medical attention and/or be fatal.	Control measures haven't reduced severity or likelihood to an acceptable level.

Generic On ground Risk Assessment

Gilwell Park

! This document should be used in conjunction with the Element Specific Risk Assessment for on ground activities.

Hazards	Who may be harmed?	Foreseeable Severity	Control Measures in Place	Residual Risk
Generic hazards associated with adventurous activities – including misbehaviour of group.	All.	Medium.	A ratio of 1:12 for group members to instructors. Visiting staff must provide extra supervision of 1 adult. An activity safety briefing is delivered to help orientate guests and identify any particular hazards. Venue choice will be determined by guest wants, needs and ability and environmental conditions. Boundaries set at base and closely supervised. Venue checked as being clear of avoidable hazards. Clear responsibilities are outlined in the pre-course information for all groups.	Low.
Falls, objects falling from above, trips and slips.	All.	Medium.	Appropriate equipment used Proper briefing of guests, behaviour monitored and managed appropriately, vigilance by all staff during activity and especially if guests are blindfolded. Activities take place at low level – no activity above the reach of participants The activity area is clear of non-essential equipment and hazards. The building of any structures is closely monitored to prevent collapse. Guidance to wear suitable footwear given before session. Visual checks are carried out by staff on an ongoing basis. Lifting of heavy equipment is avoided or managed with clear briefings. All equipment is checked for fitness for purpose.	Low.
Unauthorised use	Anyone in area.	Medium.	All equipment and venues will be left safe and secure when unattended, and unauthorised access prohibited. Signage indicates restrictions of use.	Low.
Exposure to Weather	All.	Low.	Pre-session briefing will include information about suitable clothing.	Low.

ON GROUND RISK ASSESSMENT – Gilwell Park

Document Managed by: Lead Instructor

Last Edited: 5 May 2022 Formal review date: January 2023



Hazards	Who may be harmed?	Foreseeable Severity	Control Measures in Place	Residual Risk
			Activity may be changed due to conditions.	
Health issues including personal injury or illness	All.	Medium.	All groups are required to provide information about significant medical requirements and will ensure that any essential medication is accessible. An adequate warm up will be carried out and repeated if necessary. Activities will be varied to avoid excessive strain.	Low.
Falling from or collapse of activities involving structures or build elements.	All.	Medium.	All participants are shown how to use the equipment safely. Everybody is shown spotting technique. Everybody must wear PPE as directed by the activity APS or TSD. No one may be on the course unless accompanied by a suitable instructor. Suitable footwear must be worn at all times. Platforms are cleared of slippery items such as mud and leaves. Participants are made aware of hazards of walking on wires. Participants are told never to wrap ropes around arms or any other body parts.	Low.
Self-Led sessions – familiarity/experience of adult in charge.	All.	Medium.	Ensure teacher/leader has been given a safety briefing on the activity and is given an activity briefing card.	Low.
Clients with additional abilities or needs	Entire Group	Medium	Prior to session, check Cinolla booking system or consult Lead Instructor for information. During activity, consult visiting Leader for advice and information.	Low
Cuts from tools	All	High	Safety brief and demonstration to be given to all groups prior to use Only use tools under the supervision of the instructor or designated leader Only use axes in a designated area Ensure safe distance between user and others Ensure all wood to be cut is stable with no risk of slipping and no risk of blade slipping into people Always cut away from the body Ensure appropriate footwear and clothing is worn and hair tied back etc. Instructor to be first aid trained and have access to a first aid kit	Low
Falling especially on rough terrain, whilst blindfolded or carrying people / equipment	Participants	Medium	Instructor to brief as necessary Instructor to implement safety rules as necessary	Low

ON GROUND RISK ASSESSMENT – Gilwell Park

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Hazards	Who may be harmed?	Foreseeable Severity	Control Measures in Place	Residual Risk
Lifting and carrying (including equipment and people)	Participants	Medium	Instructor to brief group on the appropriate way to lift and carry equipment; use legs to lift, head up, natural back position, walk, use lots of people for bigger structures. Brief people who are being carried, check they are OK with it, make sure they can hold themselves as necessary.	Low
Injury during self-led sessions	All	Medium	Ensure adult in charge has been given a safety briefing on the activity and is provided with an activity briefing card.	Medium

Element specific on ground Risk Assessment

Gilwell Park

! o This document should be used in conjunction with the Generic Risk Assessment for on ground activities.

Aeroball

Hazards	Who may be harmed?	Foreseeable Severity	Control Measures in Place	Residual Risk
Collisions	All	Medium	Only one participant is allowed in one pod at one time. Responsible person in charge of the session will make sure there is always only one person in each pod.	Low
Injuries from activity equipment	Participants	Medium	Participants are briefed they are not allowed to do any gymnastic moves when they are taking part in the activity. Participants are instructed not to land with locked knees or an arched back. Signs on activity equipment indicate dangers of gymnastics. People with a history of injuries are warned about taking part in the activity. Participants briefed to wear socks but not shoes when taking part on the activity. Soft balls used to minimise injury.	Low
Entrapment in the springs	All	Medium	Padding is placed over the springs where the participants may come into contact with them. Spectators are told to keep away from the springs on the edge of the Aeroball netting. Spectators are told not to sit on the side of the Aeroball structure.	Low

Archery

Hazards	Who may be harmed?	Foreseeable Severity	Control Measures in Place	Residual Risk
Misuse of bows.	All.	High.	Instructors are adequately trained and hold their Archery GB Leader award or TSA Non Compound Bow Leadership Permit. Bows will be kept at the shooting line at all times. Participants are instructed that they can only use the bows whilst under supervision.	Low

Hazards	Who may be harmed?	Foreseeable Severity	Control Measures in Place	Residual Risk
			Participants should not dry shoot (i.e. shoot without an arrow) the bows. Bows should be kept pointing down the range at all times and never towards a person or away from the range.	
Misuse of arrows	All	High	Arrows are counted at the start and end of the session to ensure all are accounted for. Participants are instructed to ensure that arrows are always pointing down the range or towards the ground at all times. Instructor demonstrates and talks through the correct way to load and shoot an arrow. All spare arrows are removed from the shooting line if the instructor leaves the shooting line to aid collection of arrows from the targets.	Low
String hitting the arm	Participant	Low	Participants are instructed in the correct shooting process including keeping the bow arm slightly bent to prevent over extension of the elbow. Participants are provided with an arm bracer for their bow arm and instructed as to how to use it correctly. Long sleeves to be worn.	Low
Arrows in target and on ground	Participant	High	Participants are instructed not to run on the range. Participants are instructed to approach the targets down the side of the targets (outside of the white posts) to ensure they do not walk into arrows which may not be visible sticking out of the target. Participants are shown how to correctly remove arrows from the targets, ensuring they stand to the side of the arrow and check there is no one behind them before pulling them out.	Low

Backwoods Cooking

Hazards	Who may be harmed?	Risk	Control Measures in Place	Remaining Risk
Burns from Hot Food	Participants	Medium	Participants reminded that food removed from a fire is still hot. Food removed from the fire using tongs Instructor to remove tin foil	Low
Food poisoning	Participants	Medium	All meat must be checked prior to consumption Participant to sanitise their hands before food preparation and then again before consuming food Food preparation area/equipment should be sanitised before use	Low

Hazards	Who may be harmed?	Risk	Control Measures in Place	Remaining Risk
Allergic reactions	Participants	High	Instructors will be made aware of any special dietary requirements within the group First aider present at each session	Low
Injury from cooking utensils	Participants	Medium	Instructors to brief participants in the safe method of using utensils (knives etc). First aider present at each session.	Low

Bushcraft - Tool use (axes, knives and saws)

Hazard	Who may be harmed?	Risk	Control Measures in Place	Remaining Risk
Cuts	All	High	Safety brief and demonstration to be given to all groups prior to use Only use tools under the supervision of the instructor or designated leader Only use axes in a designated area Ensure safe distance between user and others Ensure all wood to be cut is stable with no risk of slipping and no risk of blade slipping into people Always cut away from the body Ensure appropriate footwear and clothing is worn and hair tied back etc. Instructor to be first aid trained and have access to a first aid kit	Low
Misuse	All	High	Only use under the supervision of an instructor or designated leader Tools only used for appropriate activity Consider excluding those who endanger themselves or others	Low
Faulty equipment	All	High	Equipment to be checked for faults before each session All equipment to be stored appropriately with sheathes where necessary	Low

Fencing

Hazards	Who may be harmed?	Foreseeable Severity	Control Measures in Place	Residual Risk
Misuse of equipment	All	Medium	Instructor to maintain the group control and only allow fighting that is in line with BFA guidelines. Activity supervised by a competent adult at all times to ensure that rules are complied with. Clear explanation and demos.	Low

Hazards	Who may be harmed?	Foreseeable Severity	Control Measures in Place	Residual Risk
Unsupervised use of equipment	All	Medium	Where possible operational equipment is removed or made inaccessible when not supervised.	Low
Faulty equipment	All	Medium	Equipment checked before, during and after the session as well as recorded checks every 3 months. All faults should be recorded on log book.	Low
Health Issues including personal injury or illness	Participants	Medium	Adequate warm up done at the start and cool down at the end of the session. Skill progression in line with the ability of the group. All the groups are required to provide information about significant medical requirements and will ensure that any essential medication is accessible.	Low

Fire lighting & Camp Fire

Hazards	Who may be harmed?	Foreseeable Severity	Control Measures in Place	Residual Risk
Collecting wood	All	Medium	Brief to include staying within a designated area, not running, not moving big heavy objects (consider using a benchmark such as no thicker than your wrist) and not to carry too much at one time.	Low
Scratches and splinters	All	Low	Instructor to warn group about the possibility of splinters and avoid any wood which looks like a hazard All instructors first aid trained	Low
Toxic smoke production	All	Medium	Do not allow the burning of live trees Do not allow the burning of plastics	Low
Burns	All	High	Have a designated area for fire lighting Brief group to pay special attention in this area and especially do not run Group briefed not to play with fire Once something is in the fire do not remove (only exception is some food stuffs which will be removed by the instructor or designated leader) Instructor to ensure area is supervised at all times Water source to be nearby for quick treatment if necessary	Low
Fire spreading / out of control	All	High	Clear the area of all combustible material before the fire is set and lit Do not build fires too big Consider using an alter fire or similar containment method Make sure fire is out before leaving	Low

Hazards	Who may be harmed?	Foreseeable Severity	Control Measures in Place	Residual Risk
			Bucket of water always kept nearby	
Smoke inhalation	All	Medium	Brief on hazard as appropriate	Low

Frisbee Golf

Hazards	Who may be harmed?	Foreseeable Severity	Control Measures in Place	Residual Risk
Impact with Frisbee disc	Participants	Medium	Participants briefed on throwing technique. Group leader to take due diligence in controlling the group.	Low

Grass Sledges

Hazards	Who may be harmed?	Foreseeable Severity	Control Measures in Place	Residual Risk
Impact with another participant or object.	Participants	Medium	Before each run down the hill the instructor or group leader, undertakes a visual check to make sure that there are no obstacles or people on the run. Participant are shown how to steer the sleds so they can make small turns to avoid an obstacle Sledging must take place in designated area only Only 4 sledges can be used at maximum at any one time. Group briefed to stop grass sledges before they go under the zip wire.	Low
Transporting the sledges	Participants	Medium	Group instructed to use 2 people per sledge to carry using handles	Low

Hike

Hazards	Who may be harmed?	Foreseeable Severity	Control Measures in Place	Residual Risk
Supervision of group and group behaviour	All	High	A ratio of 1:12 is set. One visiting staff member may be added to these ratios. Staff will be familiar with the route. Specific meeting points are set if appropriate. Guests work together in groups. Staff to supervise the progress of the group and adjust pace to keep group together.	Low

Hazards	Who may be harmed?	Foreseeable Severity	Control Measures in Place	Residual Risk
Falls, objects falling from above, trips and slips.	All	High	Appropriate routes will be selected. Proper briefing of guests, behaviour monitored and managed appropriately, vigilance by all staff during activity. Participants work together in groups rather than individually. Guidance to suitable footwear given before session.	Medium
Injury/illness	All	Medium	All groups are required to provide information about significant medical requirements and will ensure that any essential medication is accessible. The Instructor will continuously monitor the welfare of the group. The Instructor will use this to set an appropriate pace. The Instructor will change the route if appropriate. Suitable breaks will be built into the route to prevent over exertion The instructor will ensure access to a first aid kit. Guests clothing and equipment will be checked before the activity.	Low
Hypothermia/Hyperthermia	All	Medium	Appropriate clothing and equipment carried, worn and checked. Encourage the use of sun cream and bring extra sun cream when needed. Briefing of the group's adults before the activity to make sure that the young people bring the appropriate kit.	Medium
Slipping resulting in injury	Everyone on the session.	High	Keeping to the path away from particularly uneven and slippery grounds and surfaces. Ensure at the beginning of the session that the young people are wearing appropriate clothing; boots, long sleeve clothes, and trousers where possible. All adults and young people should follow the Countryside Code when on the activity.	Medium
Hitting head on branch or tree	Everyone on the session.	High	Emphasis on keeping to the clear, wide paths the walking route follows. Route avoids any overgrown vegetation or uneven or slippery ground. A senior/lead/manager will check the route once a month to look for any hazards, existing or potential, and the route then my adjusted accordingly.	Low
Being caught in poor weather in dangerous conditions	Everyone on the session	Medium	Wearing (or packing) waterproof clothing. Finishing the session and heading back to the site via a shortcut or pick-up point in the event of extremely poor weather. Short cuts and pick up points will be emphasized on the Instructor's map	Medium

Hazards	Who may be harmed?	Foreseeable Severity	Control Measures in Place	Residual Risk
			Checking weather ahead of the activity and re-planning if the weather is extremely poor (e.g. snow, hail, thunder, and lightning. Activity will not run if thunder and lightning is predicted)	
Group getting lost/not returning on time	Everyone on session	Medium	Ensuring the group has multiple maps and distributing them effectively amongst the group (instructor, the other adult, and a participant has one). Complete Offsite board at Gilwell Park with timings of expected return, and contact details for both/all adults going on a hike. Ensure the instructors on the activity have fully charged phones with a phone number for Gilwell Park, follow procedure on emergency card. Duty Manager must be made aware that a group is on an offsite hike activity, so that the Lost Group Procedure can be followed if need be.	Low
Losing a member of the group	Any individual on the hike	High	Maintain a regular headcount of all the groups, getting the young people to number off. Keep one adult at the back of the group as a backmarker and one adult at the front to ensure no young people fall behind or get too far in front of the rest of the group.	Low
Group member(s) requiring remote medical help.	Everyone on session.	High	Ensure that every instructor who takes the hiking activity has been appropriately first aid trained (instructors are given basic first aid training). Ensure at the beginning of each session that every instructor has the appropriate kit for the session (fully stocked first aid kit, maps, group shelter, compass, phone). Ensure every instructor has understood the shortcuts and pick up points and knows where their nearest of each is at any one time. The instructors in charge of the session should be aware of appropriate medical contact numbers (the emergency number) and should know to contact the Duty Manager if there is a medical emergency. Details are included on the Emergency Card.	Medium
Potential crossing of a large road.	Everyone on the session.	High	The hiking routes of both lengths avoid the main road by the nature of their route. If a group takes a wrong turn and finds themselves at the edge of the road, the instructors will make sure that the group is briefed on the appropriate action to take if the road is needing to be crossed.	Low

Hazards	Who may be harmed?	Foreseeable Severity	Control Measures in Place	Residual Risk
Interaction with other people (e.g. members of the public)	Everyone on the session.	Low	Ensure the group keeps together, and the adults communicate with the group. Group will walk single file to avoid causing any conflict with other walkers.	Low
Interaction with animals (e.g. pets or farm animals that are encountered on the route)	Everyone on the session.	Medium	Ensure the group keeps together and the adults (Instructors and teachers/leaders) communicate with the group. Groups will be briefed on how to handle a potential encounter with an animal in the area.	Low.

Low Ropes

Hazards	Who may be harmed?	Foreseeable Severity	Control Measures in Place	Residual Risk
Falling Tree Branches.	All.	Medium.	Trees are inspected by a competent person annually to check that they are still structurally sound. Participants all wear helmets in case their heads connect with a tree branch. Safety fencing around the activity base.	Low.
Injury to group out of instructor's line of sight.	Participants.	Medium.	Instructor to ensure the position themselves to be able to adequately supervise the entire group.	Low.
Injury from falling off elements	Participants	Medium	Instructor to be trained in the hazardous areas of the course and to manage these areas with themselves or the leaders Introduce spotting	Medium
Injury from entrapment of fingers	Participants	Medium	Instructors to include in their brief to not put fingers inside karabiners, rings or staples.	Medium

Orienteering

Hazards	Who may be harmed?	Foreseeable Severity	Control Measures in Place	Residual Risk
Exposure (including resulting from getting lost)	All	Medium	Instructor and leaders to ensure all group have adequate kit including as appropriate sun cream, hats, warm clothes, waterproofs Instructor to brief group about what to do if the group is lost; when and where to meet and strategy for finding their way back	Low
Road hazards	Participants	High	Instructor to brief group not to go outside the grounds and not to go on the road	Low
Lost Participant	Participant	High	Regular head counts taken by instructor. Clear time limits used and competitive penalties. Instructors trained in procedure for if a participant does not return – Contact duty manager, search areas with group but leave someone at “home” location. Participants briefed to wait where they are if they get lost – ask an adult to direct them to the Activity centre reception.	Medium

Pedal Go Karts

Hazards	Who may be harmed?	Foreseeable Severity	Control Measures in Place	Residual Risk
Impact from karts	All	Medium	Perimeter for Kart track identified, activity supervised by a member of staff or user group leader. Spectators to stay outside the perimeter Safety briefing given and understood by all participants prior to activity commencing. Activity supervised by a member of staff or adult in charge at all times to ensure that the rules are complied with. Karts travel in same direction at all times.	Low
Impact with ground/stationary object	Participants	Medium	Activity supervised by a member of staff or adult in charge at all times to ensure that rules are complied with.	Low

Pioneering

Hazards	Who may be harmed?	Foreseeable Severity	Control Measures in Place	Residual Risk
Injury from impact with pioneering equipment – poles.	Participants.	Medium.	Safety briefing highlights the hazard and ensures people are aware of other around them. Ensure poles are being carried by two people at all times Judgement made by instructor whether helmets are necessary for the type of group.	Low.

Pond Dipping

Hazard	Who may be harmed?	Risk	Control Measures in Place	Remaining Risk
Cold water shock and Drowning	All	High	Group briefed not to go in the water Group briefed to dip from designated areas only; younger groups to remain on the dipping platform with handrail	Low
Equipment misuse	All	Medium	Group briefed as appropriate on use of equipment	Low
Individual health	Individuals	High	Group briefed to wash hands after activity Instructor and leaders to ensure participants have appropriate medication with them at all times for example asthma inhaler, epipen.	Low

Rifle Shooting

Hazards	Who may be harmed?	Foreseeable Severity	Control Measures in Place	Residual Risk
Impact from pellet.	All.	High.	The instructor gives clear and simple instructions on the rules of the range. At all time's participants are supervised by a qualified instructor. Instructor checks that everyone has understood the rules before continuing. Access to the range is controlled. There is a solid barrier between the firing stations and access to the range. Access to pellets is controlled by the instructor. Signs warning people of the danger if they enter the area. Physical barriers to prevent people walking in to the danger area.	Low.
Rifle being stored loaded.	All.	Low.	The instructor checks at the end of the sessions that the rifle barrel is clear. All rifles are stored in the broken position.	Low.
Loading the Rifle (Danger of	All.	High.	Instructor to give clear demonstration and instructions on the safe way in which to load the rifle.	Low.

Hazards	Who may be harmed?	Foreseeable Severity	Control Measures in Place	Residual Risk
loading whilst pointing at another person).			Instructor to supervise whilst participant are loading their rifles. Participants told not to put their finger near the trigger when loading the rifle. Number of people at the firing points controlled by the instructor.	
Crushed fingers.	Participants.	Medium.	Instructor demonstrates where participants are to put their hands when they are loading the rifle. Instructor to supervise to make sure they are following the instructions.	Medium.
Over shoots and side shoots	All.	High.	Participants given clear instruction on the direction of shooting. Range perimeter in sound condition. Physical Stop behind targets to stop stray pellets.	Low.
Unauthorised use.	All.	High.	All rifles and pellets removed from the range after use.	Low.

Rocket Launch

Hazards	Who may be harmed?	Foreseeable Severity	Control Measures in Place	Residual Risk
Rocket launch	All	Medium	Launch site and rocket orientation to take account of wind speed direction Only rocket launcher may be near rocket, rest of the group to wait behind the rocket in safety zone Rocket to be constructed of soft material (paper, bubble wrap, tissue etc.) and no sharp objects to reduce impact from collision Launch zone to be laid out in unused area with clear overshoot zone clear Ensure no access can be had into range zone when firing, visual observation necessary	Low

Sensory Trail (Night Line)

Hazards	Who may be harmed?	Foreseeable Severity	Control Measures in Place	Residual Risk
Injury from activity equipment	Participants	Medium	Participants warned the equipment may be slippery when wet When blindfolded all participants will have 1:1 ratio with a guide. Instructor to observe entire group throughout session to ensure safety rules are followed, any misbehaviour will be dealt with immediately.	Low

Hazards	Who may be harmed?	Foreseeable Severity	Control Measures in Place	Residual Risk
Strangulation	Participants	High	Group monitored. Equipment checked before use	Low

Shelter Building

Hazard	Who may be harmed?	Risk	Control Measures in Place	Remaining Risk
Moving construction material	All	Medium	Brief to include staying within a designated area, not running, not moving object which are too big and heavy, (consider using a benchmark such as no thicker than your arm) getting help with large and long objects, awareness of others and not carrying too much at one time. No throwing of objects	Low
Shelter collapse	All	Medium	Instructor to visually and if necessary physically check structures for stability before structure is used Instructor to ensure supervision of the area and construction	Low
Falling objects	All	High	Instructor to check for potential deadfall in the area	Low
Scratches and splinters	All	Low	Instructor to warn group about the possibility of splinters and avoid any wood which looks like a hazard	Low
Rope burn	All	Medium	If using rope or string instructor to ensure it is being used appropriately	Low

Site Work

Hazard	Who may be harmed?	Risk	Control Measures in Place	Remaining Risk
Injuries from building materials	All	High	All materials to be stored neatly inside a build area as not to create a trip hazard. Instructors should supervise use of paints in line with manufactures guidelines on the tin. Gloves to be issues to participants when moving or collecting materials. All relevant PPE must be issued	Low
Infection	All	High	Participants to wear gloves when litter picking.	Low

Hazard	Who may be harmed?	Risk	Control Measures in Place	Remaining Risk
			Any cuts should be appropriately cleaned and dressed by a first aider. Participants are reminded to wash their hands after the activity.	
Injury from incorrect use of tools	All	High	Instructors must undergo training on how to use any tools that will be used. Correct PPE to be worn High level of supervision when using tools	Low

Team Building

Hazards	Who may be harmed?	Foreseeable Severity	Control Measures in Place	Residual Risk
All foreseeable hazards covered by generic risk assessment. Ongoing dynamic risk assessment by instructor to be used relevant to each task being completed.				

Tomahawk Throwing

Hazards	Who may be harmed?	Foreseeable Severity	Control Measures in Place	Residual Risk
Misuse of Tomahawks	All	High	Make sure that the Tomahawks are not taken out of the enclosure. The participants do not have access to the tomahawks when they are not being supervised and should be carried to/from the session by the instructor. Participants are not allowed onto the shooting lanes unless it is their turn to throw, all waiting participants should be in the waiting area. Participants supervised by instructor whilst collecting tomahawks.	Low
Tomahawk hitting participants	All	High	Participants are instructed on the correct way to throw. On the occurrence of a Tomahawk bouncing back participants are instructed to move.	Low
Equipment failure	User	Medium	All equipment is inspected and logged quarterly. All equipment is checked before each session and any defective equipment is removed from operation, logged and placed in the quarantine box.	Low
Entanglement	User	Medium	Participants are instructed to remove scarves, tie long hair back, remove or taped over long earrings. Clothing checked for 'baggy' sleeves.	Low

Hazards	Who may be harmed?	Foreseeable Severity	Control Measures in Place	Residual Risk
Cuts from throwing angels	User and Instructor	High	Participants are instructed to collect angels from the target before collecting from the floor Participants are instructed that if an angel should hit another angel at any time, they should check if a sharp edge has been created and report sharp edges to the instructor.	Medium

Wide Games

Hazards	Who may be harmed?	Foreseeable Severity	Control Measures in Place	Residual Risk
All foreseeable hazards covered by generic risk assessment. Ongoing dynamic risk assessment by instructor to be used relevant to each task being completed.				

Scout Adventures - Gilwell Park

Water Activity Risk Assessments (Generic and Element Specific)

This document contains the risk assessment and controls for each off ground activity base on the centre. It covers:

- Raft Building
- Coracles

To use this risk assessment:

- 1) Read the Generic off ground risk assessment, THEN
- 2) Read the Element specific risk assessment for the activity.

Severity Factor & Remaining Risk Assessment

The following descriptors are used in each risk assessment. Note that a **MEDIUM** residual risk is used to show that a hazard still requires dynamic risk assessment within the session by the instructor.

Level	Severity Description	Residual Risk Description
Low	Minor injury requiring no treatment, or simple first aid.	Control measures have reduced the severity and/or likelihood to minimal levels.
Medium	Injury would require the participant to stop doing the activity; medical treatment is beyond the skills of a basic first aider.	Control measures have reduced severity and/or likelihood to an adequate level but hazard still requires dynamic risk assessment and conscious consideration.
High	Injury would require expert medical attention and/or be fatal.	Control measures haven't reduced severity or likelihood to an acceptable level.

Generic Water Risk Assessment

Gilwell Park

! o This document should be used in conjunction with the Element Specific Risk Assessment for water activities.

Hazards	Who may be harmed?	Foreseeable Severity	Control Measures in Place	Residual Risk
Cold Water Immersion (As defined at the end of the document)	Participants	Medium	It is recognised that immersion may occur during some activities. Activities will be managed to prevent immersion in water <15°C. Effective briefing and control to prevent cold water immersion. Clear information given prior to session about clothing requirements Ensure everyone dresses for the weather conditions. Correctly fitting buoyancy aids are to be worn by all participants. Visually check each participant is kitted out properly. Visually check all equipment prior to use. Activity Instructors will carry a knife, towing system. Equipment inspections are carried out for boats, buoyancy aids and helmets before each use Quarterly boat and buoyancy aid inspections are completed. Brief to include what the group needs to do in case of immersion – lie back, float, control breathing	Low
Poor instruction, supervision or knowledge from staff.	All	Medium	Staff will receive site specific training for the environment within which they operate and hold the necessary external qualifications. The safety and quality of these activities are validated externally by AALA, RYA and or BC where necessary	Low
Inexperience of group and or group behaviour	Participants	Medium	An activity safety briefing is delivered to help orientate guests and identify any particular hazards. Behaviour monitored and managed appropriately, vigilance of all staff from start to end of session.	Low

Hazards	Who may be harmed?	Foreseeable Severity	Control Measures in Place	Residual Risk
			Constant line of sight will be kept when on the water. Clear responsibilities are outlined to all groups. The instructor and group leader will communicate to understand who is responsible for the group at all times.	
Collision with paddles and craft	Participants	Medium	Participants instructed in correct paddling technique. All participants to wear a helmet. Instructors monitor group behaviour while on session.	Low
Entrapment	Participants	High	Staff trained in the event of entrapment. Knife kept with instructor in case of entrapment.	Medium
Strains, sprains and soft tissue injury	Participants	Medium	Instruction in safe manual handling will be given Helmets when used worn for whole session. An appropriate warm up will be undertaken. Activities will be varied to avoid excessive strain Paddles with damaged blades or shafts not to be used. Boats with protruding screw head/bolts should not be used.	Low
Effects of the weather	All	Medium	Obtain a weather forecast. The weather and water conditions are constantly monitored. Assess whether group will be able to cope with any wind. Be aware of the effect of an offshore wind. Be aware of the effect of wind chill. Adapt the activity accordingly or run an alternative if necessary. Groups will be advised on appropriate clothing.	Low
Illness	All	Medium	Check cuts etc. are covered with water proof plasters. Check medical requirements and essential medication is accessible. Ensure protection from the weather (heat and cold).	Low
Unauthorised use	Participants	Medium	The instructor will ensure all equipment is returned to the correct storage area All equipment secured when not in use. Equipment will not be left unattended by the instructor or responsible adult unless safely/securely stored.	Low
Health issues	Participants	Medium	All groups are required to provide information about significant medical requirements and will ensure that any essential medication is accessible.	Low

Hazards	Who may be harmed?	Foreseeable Severity	Control Measures in Place	Residual Risk
Participants with additional needs	Entire Group	Medium	Prior to session, check Cinolla booking system or consult Lead Instructor for information. During activity, consult visiting Leader for advice and information.	Low
Slips and trips	All	Medium	Brief participants on no running areas Participants briefed of slip hazard when wet and to take care.	Medium

Element specific Water Risk Assessment

Gilwell Park

! This document should be used in conjunction with the Generic Risk Assessment for water activities.

Coracles

Hazards	Who may be harmed?	Foreseeable Severity	Control Measures in Place	Residual Risk
Moving, lifting and putting water craft on to water.	All	Medium	Safety briefing will include manual handling training. This briefing will specifically include to be aware of other people when moving poles. Participants work in groups of 4 when moving coracles. Coracles launched at different times to ensure full supervision by instructors.	Low
Immersion	Participants	Medium	Participants briefed about likelihood of immersion and clear instructions on what to do if it happens.	Low
Entrapment	Participants	High	Coracles are not put onto the water until instructors have checked that they are structurally sound.	Low

Raft Build

Hazards	Who may be harmed?	Foreseeable Severity	Control Measures in Place	Residual Risk
Moving, lifting and putting water craft on to water.	All	Medium	Safety briefing will include manual handling training. This briefing will specifically include to be aware of other people when moving poles. Participants work in groups of at least 8 (under 18's) or 6 (adults) when moving rafts. Rafts launched at different times to ensure full supervision by instructors	Low
Group Supervision	Participants	Medium	The number of instructors shall be in line with the APS. The group leader will remain and be responsible at all times for the group. Behaviour on the raft will be monitored appropriately.	Low
Entanglement	Participants	Medium	Rafts are not put onto the water until instructors have checked that they are structurally sound. All loose ropes tied up.	Low

Scout Adventures - Gilwell Park

Off-ground Activity Risk Assessments (Generic and Element Specific)

This document contains the risk assessment and controls for each off ground activity base on the centre. It covers:

- 3G Swing
- Bouldering
- Climbing
- Crate Stacking
- Gauntlet & Jacobs Ladder
- High All Aboard
- Ladder Climb
- Leap of Faith
- Wobbly Pole
- Zip Wire

To use this risk assessment:

- 1) Read the Generic off ground risk assessment, **THEN**
- 2) Read the Element specific risk assessment for the activity.

Severity Factor & Remaining Risk Assessment

The following descriptors are used in each risk assessment. Note that a **MEDIUM** residual risk is used to show that a hazard still requires dynamic risk assessment within the session by the instructor.

Level	Severity Description	Residual Risk Description
Low	Minor injury requiring no treatment, or simple first aid.	Control measures have reduced the severity and/or likelihood to minimal levels.
Medium	Injury would require the participant to stop doing the activity; medical treatment is beyond the skills of a basic first aider.	Control measures have reduced severity and/or likelihood to an adequate level but hazard still requires dynamic risk assessment and conscious consideration.
High	Injury would require expert medical attention and/or be fatal.	Control measures haven't reduced severity or likelihood to an acceptable level.

Generic Off ground Risk Assessment

Gilwell Park

- ! ○ This document should be used in conjunction with the Element Specific Risk Assessment for off ground activities.
- A qualified rescuer must be on site and contactable during all high ropes activities.

Hazards	Who may be harmed?	Foreseeable Severity	Control Measures in Place	Residual Risk
Injury caused by fall from height.	Participant.	High.	<p>Instructors are trained and assessed by competent persons.</p> <p>Instructor safety system is in place to protect them from a fall.</p> <p>Approved safety systems and procedures are in place to protect participants and ensure they are always safeguarded from falling – including safe routes and PPE.</p> <p>On belay elements slippery hitch with tension taken out of the rope to be tied in rope. Safety knot height is calculated as 10% of the total rope in the system.</p> <p>Participants are briefed and shown at the start of the session on the process of the activity.</p> <p>The safety briefing includes explaining a waiting area to the group.</p>	Low.
Injury caused by failure of equipment/ base/ surroundings, including object falling from height.	Anyone in Vicinity.	Medium.	<p>All participants and instructors will wear a helmet throughout the activity.</p> <p>Activity will be set up in line with activity procedure document including functional checks before use.</p> <p>Participants are told to remove all objects from their pockets at the start of the session.</p> <p>All safety equipment is inspected on a daily, quarterly, and annual basis with appropriate records kept.</p> <p>All structures, trees and anchor bolts are checked on an annual basis by a competent person.</p>	Low.

Hazards	Who may be harmed?	Foreseeable Severity	Control Measures in Place	Residual Risk
Slips and trips caused by uneven surfaces.	Anyone in Vicinity.	Medium.	Careful consideration of route to and from activity, and make participants aware of any hazards within base area. All unused equipment and ropes are kept tidy, or away in the appropriate store. Participants are instructed to wear appropriate footwear with no open toed or slip on shoes.	Low.
Injury caused by entrapment including strangulation.	Participant.	High.	At the start of the session, participants are instructed to tie long hair back and remove any dangling jewellery from their ears or around their necks/ wrists. All loose items of clothing are removed. All harnesses are checked when they are put on and again before the participant completes the activity. Ropes are checked so as not to cause injury through strangulation.	Low.
Injury resulting from unsupervised use of equipment.	Anyone in vicinity.	High.	Where possible operational equipment is removed or made inaccessible when not supervised. All roped elements have bottom parts removed or areas secured to prevent unsupervised use. There are visible signs informing passers-by to not use the equipment unless accompanied by a qualified instructor. Whilst in use, participants are supervised at all times.	Low.
Injury resulting from participation in the activity.	Participant.	Medium.	Participants are fully briefed in how to be safe during the activity and this will be monitored by the instructor throughout the activity. All staff are first aid trained. All activities have a first aid kit and a radio or mobile phone to contact help.	Low.
Injury resulting from environmental/weather conditions.	Entire Group.	Medium.	If thunder is heard or lightening seen then the activity should stop immediately. The activity may continue 30 minutes after the last thunder was heard. If high winds occur then the instructors ongoing risk assessment and judgement will decide whether to continue with the session or put a stop to the session. Staff and participants should have suitable clothing during the activity. Staff should be vigilant for signs of foreseeable conditions related to the weather conditions and take appropriate action. E.g. Hypothermia, Dehydration.	Low.

OFF GROUND RISK ASSESSMENT - GILWELL PARK

Document Managed by: lead Instructor

Last Edited: 5 May 2022 Formal review date: January 2023

Hazards	Who may be harmed?	Foreseeable Severity	Control Measures in Place	Residual Risk
Injury caused by participant misbehaving.	Entire Group.	Low.	Instructor provides a comprehensive safety briefing to all members of the group including the basic rules and expectations of them during the activity. The adult or leader with the group is responsible for the group's behaviour whilst they are on the session.	Low.
Clients with additional abilities or needs	Entire Group	Medium	Prior to session, check Cinolla booking system or consult coordinators for information. During activity, consult visiting Leader for advice and information.	Low

Element Specific Off ground Risk Assessment

Gilwell Park



- This document should be used in conjunction with the Generic Risk Assessment for off ground activities.
- A qualified rescuer must be on site and contactable during all high ropes activities.

3G Swing

Hazards	Who may be harmed?	Foreseeable Severity	Control Measures in Place	Residual Risk
Impact from Swing	All	High	Instructor to ensure everyone is clear of swing area. Instructor ensures ground participant's stand on the path side of the hauling rope. When stopping the swing, instructors are to approach from behind it. Anyone wanting to take pictures must take them from the dedicated photo area.	Low
Injury from equipment	Participants	High	Slack rope pulled through karabiner and coiled into a bucket to reduce risk of trip hazards. Cones placed in front of Protraxion and participants instructed to pull rope between cones. Any slack that forms within the pulley system is pulled out by the instructor. Steps are removed before participants are pulled up.	Medium
Early release of swing causing rope burn	All	Low	Clear instructions given to participants Protraxion teeth are cross checked by both instructors.	Low

Bouldering

Hazards	Who may be harmed?	Foreseeable Severity	Control Measures in Place	Residual Risk
Use of Bouldering Wall	Participants	Medium	All climbers to have a spotter who is instructed in the safety brief. Participant are instructed not to climb above 1.5m. Participants briefed to climb down wall. Participants to wear helmets. Participants are warned that holds may spin.	Low
Injuries from unsupervised use of Bouldering Wall	Anyone	High	Proper instruction and coaching by instructor to ensure participants are using the bouldering wall correctly and safely, participants are to be supervised at all times. Lid is locked when not in use.	Low

Climbing

Hazards	Who may be harmed?	Foreseeable Severity	Control Measures in Place	Residual Risk
Injuries from lead climbing bolts on tower	Participants	Medium	Participant are instructed not to use the bolts as climbing holds.	Low

Crate Stack

Hazards	Who may be harmed?	Foreseeable Severity	Control Measures in Place	Residual Risk
Injury caused by participant falling from crate when passing up to climber.	Crate Passers.	Low.	Crate passers may stand on one crate to pass crates. Teacher/leader with group may assist in passing crates to participants on top of crate stack.	Low.
Injury caused by falling crates.	Anyone in vicinity.	Medium.	Crate passers only to pass crates or use the hook on the rope, not to throw them. Crate passers briefed where to stand if crates fall. Group warned of potential hazard, climbers encouraged to push crate stack away from the rest of the group.	Medium.

Hazards	Who may be harmed?	Foreseeable Severity	Control Measures in Place	Residual Risk
Injury caused by falling from height.	Participant.	Medium.	Instructor to build crate staircase for participants to get to safety knot height safely. Static rope used instead of dynamic to compensate for the movement in the wire top anchor, this makes low levels falls safer. Slippery hitch with tension taken out of the rope to be put in the rope when climber is 6 crates from the ground	Low.

Gauntlet & Jacobs Ladder

Hazards	Who may be harmed?	Foreseeable Severity	Control Measures in Place	Residual Risk
Unsupervised use of the activity.	Anyone in Vicinity.	High.	Outdoor Jacobs ladder - Lower beams of the element removed and stored in the high ropes shed when not in use. High ropes area is chained off and secured when not in use. Indoor Jacobs Ladder and Gauntlet – Lid area is locked when not in use. When in use participants are supervised at all times. There are visible signs informing passers-by to not use the equipment unless accompanied by a qualified instructor.	Low.
Injury from vertical metal wire	Participant	Medium	Brief at the start of the session, to not use vertical wires when doing the activity.	Low.
Entrapment.	Participant.	Medium.	Participants instructed to stay on their own side of the element to prevent knotting of the rope when climbing.	Low.
Incorrect climbing technique	Participants	Medium	Safety briefing to include how participants can help each other; Gripping on to arms Standing on knees to climb up Pulling another participant up from their waist harness Safety briefing includes instruction for participants to remain on their side of the ladder.	Low

High All Aboard

OFF GROUND RISK ASSESSMENT - GILWELL PARK

Document Managed by: lead Instructor

Last Edited: 5 May 2022 Formal review date: January 2023

Hazards	Who may be harmed?	Foreseeable Severity	Control Measures in Place	Residual Risk
Falling on step poles	Participants	Medium	Instructor to keep ropes as tight as possible.	Low
Swinging into others	Participants	Medium	Only one participant to be active in each half of the pole at a time.	Low
Pegs dropping out whilst participants climbing	Participants	Medium	Instructor to monitor during session that pegs do not drop out and are correctly positioned at the start of each climb.	Low
Swinging into the platform	Participants	Medium	When participants are on the platform instructors must insure the ropes are tight, to prevent too much swing. Instructor to brief participants and make them aware that this might happen and to try fend themselves of the platform in the event of them coming off the platform.	Medium
Unsupervised use	Anyone in area.	High.	Climbing pegs on lower pole are removed when activity is not in use. High ropes area is chained off and secured when not in use.	Low.

Ladder Climb

Hazards	Who may be harmed?	Foreseeable Severity	Control Measures in Place	Residual Risk
Entrapment with ladder	Participants	Medium	Clear instructions given to participant. Instructor to monitor descent.	Low

Leap of Faith

Hazards	Who may be harmed?	Foreseeable Severity	Control Measures in Place	Residual Risk
Falling branches.	Anyone in the Vicinity	Low.	Instructors to check visually any branches that may look out of the ordinary and to report to DM if necessary.	High
Shoulder Injury.	Participant.	Medium.	Participants are instructed to grab the trapeze bar with both hands and release when instructed.	Low.

Wobbly Pole

Hazards	Who may be harmed?	Foreseeable Severity	Control Measures in Place	Residual Risk
All Foreseeable hazards covered by the generic Risk Assessments				

Zip Wire

Hazards	Who may be harmed?	Foreseeable Severity	Control Measures in Place	Residual Risk
Impact from Participant	All	High	Instructors complete an all clear to ensure zip area is clear. Instructor for Grass Sledging ensures that the group understands not to go under the wire. Group leader to control group to make sure they are within boundaries.	Low
Rope Burn	Participants	Medium	Instructor to control descent; clear instruction given during safety brief and prior to descent that only the Rig handle should be held whilst lowering. All safety ropes are kept out of the way before participant departs the platform. When running trolley and rope back participants are told	Low
Impact from moving return rope	Participants	Medium	Participants are instructed to keep away from rope as it is being returned.	Low