



Activity Risk Assessments 2024

All accidents, near misses and incidents are recorded and appropriate action undertaken as required.

Accident/ Incident Form [Accident / Incident Form Blank](#)

Activity

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27. Canoeing / kayaking

Risk Assessments reviewed and amended by Beth Knight (senior Instructor) and Clare Thompson (centre manager).Watersports (Dan Crawford) Caving (Beth Knight) and Climbing and Trekking Alan Wilson 2024. Date for next review Jan 2025.

28. Minibus transport

1. Caving and Mine/Underground Exploration - Generic Risk Assessment- page 1 of 3

HAZARD	RISK	PEOPLE AT RISK	CONTROL MEASURES	COMMENTS - ACTIONS	RESIDUAL RISK RATING	FUTURE ACTION
Avoidable objective dangers /unsuitable route for ability of group	Disabling or fatal injury	Participants /staff	<ul style="list-style-type: none"> Leader holds in date and valid BCA award for the environment that they are leading in (e.g. caves and / or mines). Leader has up to date local knowledge/advice on cave/mine from PICA /Derbyshire Cave Association etc.). Route has been specifically risk assessed and the leader will have the venue on their list of approved caves/mines as part of their Local Cave and Mine Leader Assessment (LCMLA) logbook page (unless CIC holder). Mine sites only to be visited with current up-to-date mines inspection reports and following approved routes, as supplied by PICA. Any changes/new hazards/areas or concern, to any cave or mine site to be reported to PICA , and use of that venue to be suspended if necessary. Leader to continually assess risk during activity Ability/experience of group taken into account 	Written site specific risk assessment (and operating procedures if appropriate)	Low	
Fall from height, objects falling from above, holes in floor, trips and slips	Disabling or fatal injury	Participants /staff	<ul style="list-style-type: none"> Leader and other adults 'spot' participants appropriately under supervision of the instructor. Leader uses ropework as covered by their BCA Award remit Participants involved in spotting are trained and supervised appropriately Group size and ratios suitable for venue Helmets and suitable footwear with good tread and protection for the foot and ankle is worn. Proper briefing of participants, behaviour monitored and vigilance of all staff during activity 		Low	
Flooding	Drowning	Participants / staff	<ul style="list-style-type: none"> Knowledge of system Observation of weather several days before trip and forecast on the day 		Low	

HAZARD	RISK	PEOPLE AT RISK	CONTROL MEASURES	COMMENTS/ACTIONS	RESIDUAL RISK RATING	FUTURE ACTION
Pollution Slow moving water	Illness (, Weil's disease etc)	Participants /Staff	<ul style="list-style-type: none"> • Leader to brief participants appropriately and when deemed necessary • Parents sent information if appropriate for sites used. • Participants to inform staff of any cuts and if deemed necessary, covered before trip. • Wash/shower after trip • Do not drink the water 	Information to parents	Low	
Lost / overdue / no contact from group	Stranding, exposure, exhaustion	Participants /Staff	<p>Overdue group procedure in place at centre or with remote surface contact. Details of trip location, route, group details and call out time left with surface contact.</p> <p>Surface contact aware of when and how to contact cave rescue in the event that the group do not return or make contact by an agreed time.</p>	<p>Overdue procedure in place at Lockerbrook centre.</p> <p>Overdue procedure in place with remote contact if no one available at the centre.</p>	Low	
Deep water, flooded passages	Drowning	Participants /staff	<ul style="list-style-type: none"> • Use of appropriate caves/mines to ability of group • Briefing of group (e.g. near sumps) • Suitable equipment/clothing/emergency equipment is carried <p>Avoid entering /diving any sumps.</p> <p>Use guidance https://british-caving.org.uk/documents/lcmla-water-safety/?tmstvt=1676200131</p>	Generally not advisable to enter deep water with groups. Unusually may be appropriate for small group with prior caving experience to wade deep water – seek advice from CIC holder	Low	
Cold temperatures (including surface hazard)	Disabling or fatal injury	Participants /staff	<ul style="list-style-type: none"> • Adequate insulation and protective clothing worn and emergency equipment is carried eg. t-shirt and fleece top and jogging bottoms or similar. No denim. • Check weather forecast, temperature and account of surface water if active stream cave • Ability to change plans if weather inappropriate 	Kit list to participants /parents; kit checked before departure	Low	

(continued) Caving and Mine/Underground Exploration - Generic Risk Assessment- Page 3 of 3

HAZARD	RISK	PEOPLE AT RISK	CONTROL MEASURES	COMMENTS/ ACTIONS	RESIDUAL RISK RATING	FUTURE ACTION
Illness or injury	Disabling or fatal injury or illness	Participants /staff	<ul style="list-style-type: none"> • Group leader first aid trained • First aid equipment carried by party • Information about existing medical conditions known by staff. In-date medication must be provided by the participant, although it may be appropriate for the instructor or group leader to carry it. Participants without required medication (e.g. asthma inhaler) should not be permitted to participate. • Accident/emergency procedures known by leaders 	<p>Medical information is sent to participants/parents and made available to centre staff</p> <p>Medication carried</p>	Low	
Mud in eyes	Eye injury	Participants /staff	<ul style="list-style-type: none"> • Participants briefed not to throw or splash mud/muddy water. • Eyewash and eye pads carried. 		Low	
Radon	Cancer	Instructor	<ul style="list-style-type: none"> • Follow centre Radon Policy and Local Rules • Instructor to record trip location, route and duration of underground trip. • Senior Instructor to input data into PICA Radon spreadsheet 	Act on advice coming from PICA	Unknown	
Bad Air	Death/ Illness	All	<ul style="list-style-type: none"> • Leaders to be aware of the potential for bad air, and to remove themselves and the group from that area of the cave/mine if encountered. Only make use of known sites with a history of good airflow. 		Low	
Traffic hazard	Injury/ death	Participants /staff	<ul style="list-style-type: none"> • Participants briefed about traffic hazards (car parks and roads) and supervised appropriately 		Low	

2. Caving / Mine site specific (Devonshire Mine)

HAZARD/ ACTIVITY	RISK	PERSONS AT RISK	CONTROL MEASURES	COMMENTS - ACTIONS	RESIDUAL RISK RATING	FUTURE ACTION
As for generic plus:						
Dust in eyes	Injury	All	Brief group not to throw or mess around in dust. Eye wash available in First Aid kits.		Low	
Entrance ladder	Injury	All	Active spotting required while participants ascend/descend the ladder		Low	

3. Caving / Mine Site Specific (Carlswark Cavern – Upper Series via Gin Entrance only)

HAZARD/ ACTIVITY	RISK	PERSONS AT RISK	CONTROL MEASURES	COMMENTS - ACTIONS	RESIDUA L RISK RATING	FUTURE ACTION
As for generic risk assessment plus:						
Falling – area near Gin entrance	Falling	All	Leadership – thorough brief/group control		Low	
Gin entrance - entering/exiting cave	Falling	All	Leader to demonstrate method used to climb down entrance series spotting students appropriately. The use of a rope may be more appropriate with certain ages and abilities.		Low	
Falling rock – stacked deads at entrance and on right in passage	Injury	All	Leadership – thorough brief of group not to disturb		Low	
Flooding – Big Dig Area	Cold Injury Drown	All	If water is to depth of inlaid piping do not proceed		Low	

4. Caving / Mine – Site Specific (Bagshawe Cavern)

HAZARD/ ACTIVITY	RISK	PERSONS AT RISK	CONTROL MEASURES	COMMENTS - ACTIONS	RESIDUAL RISK RATING	FUTURE ACTION
As for generic risk assessment plus:						
flooding	Entrapment	All	Be aware of specific flooding pattern – water levels at Dungeon and prior conditions/forecast		Low	
Collapse, instability	injury /death	All	Only use approved group routes according to the Conservation Plan.		Low	
Bad air	Death /injury	All	Instructors aware of issue and risk access continually	Instructors to act on advice from PICA if alerted	low	

5. Caving Site Specific (Giants to Boss Aven and Upper West/East series)

HAZARD/ ACTIVITY	RISK	PERSONS AT RISK	CONTROL MEASURES	COMMENTS - ACTIONS	RESIDUAL RISK RATING	FUTURE ACTION
As for generic risk assessment plus:						
Dry stone walling/barbed wire	Slip	All	Keep to path/leadership		Low	
Descent path	Slip	All	Leadership – care in wet		Low	
Ascent to Upper Series	Falling	All	Lifeline must be used for participants on ascent and descent. Spot or use a traverse role past drop. Appropriate use of assistants.		Low	
Communication	Injury	All	Aware that if water levels are high then it can be hard to hear/communicate in certain areas of the cave		Low	

6. Caving / Mine- Site Specific - Holme Bank Chert Mine

HAZARD/ ACTIVITY	RISK	PERSONS AT RISK	CONTROL MEASURES	COMMENTS - ACTIONS	RESIDUAL RISK RATING	FUTURE ACTION
As for generic risk assessment plus:				Refer to latest PICA mines inspection report		
Deep water	Drowning	All	No one is allowed to enter the water.	Follow PICA inspected route	Low	
Collapse at 'working face'	Injury/ death	All	Do not go beneath undermined 'working face'	Use only the current PICA mines inspection route .	Low	
Old machinery /pipework	Injury	All	Good group briefing/control. Do not touch old metalwork	As above	Low-med	

7. Climbing/Abseil/ Rock hopping/Weaseling/Bouldering– Generic Hazards. Page 1 of 2

HAZARD	RISK	PEOPLE AT RISK	CONTROL MEASURES	COMMENTS/ ACTIONS	RESIDUAL RISK RATING	FUTURE ACTION
General	Various injuries	all	<ul style="list-style-type: none"> Competent instructor with a combination of experience, qualification (detailed in the Codes of Practice) and training suitable for the activity (includes First Aid) Clear briefings & supervision Participant: staff ratios appropriate for groups' needs and venue selected 	See Codes of Practice for details of the minimum MT qualification to be held.	Low	
Avoidable objective dangers/ unsuitable location for ability of group	Disabling or fatal injury	Participants, staff	<ul style="list-style-type: none"> Choice of venue is suitable for ability and nature of group instructor is experienced and/or has knowledge of the venue and its suitability for the session 		Low	
Equipment failure /inappropriate use of equipment	Disabling or fatal injury	Participants, staff	<ul style="list-style-type: none"> Regular checks/before use checks/regular replacement cycles and logs maintained in accordance to Mountain Training UIAA recommendations Qualified supervision as above Instruction/monitoring use of equipment 	Codes of Practice. Equipment log file	Low	
Fall from height, objects falling from above, trips and slips	Disabling or fatal injury	Participants, staff, other people at venue	<ul style="list-style-type: none"> Qualified supervision as above, instructors working within remit of qualification and own capabilities. Group size and ratios suitable. Appropriate specialist climbing equipment used (ropes, helmets, harnesses) Spotting by leader/ brief to pupils Proper briefing of participants, behaviour monitored and managed appropriately, vigilance of all staff during activity Helmets worn whilst at base of rock face as well as whilst climbing/scrambling/abseiling 		Low - med	

7. Climbing/Abseil/ Rock hopping/Weaseling/Bouldering– Generic Hazards Page 2 of 2

HAZARD	RISK	PEOPLE AT RISK	CONTROL MEASURES	COMMENTS/ ACTIONS	RESIDUAL RISK RATING	FUTURE ACTION
Entrapment when weaselling/going between rocks/in holes	getting stuck/panicking	Participants, staff	<ul style="list-style-type: none"> Instructor to have prior knowledge/experience of the venue and the suitability for access of holes/gaps, etc. 		Low	
Exposure to environment - heat, cold, rain, wind, etc	Disabling or fatal injury	Participants, staff	<ul style="list-style-type: none"> Adequate protective clothing and equipment worn by staff/participants Check weather forecast Ability to change plans if weather inappropriate Safety kit carried 	Kit list to participants/parents; kit checked before departure	Low	
Illness or injury	Disabling or fatal injury or illness	Participants, staff	<ul style="list-style-type: none"> Group leader first aid trained First aid equipment carried/ available for use For offsite venues - mobile phone carried. Venue and eta left at centre Information about existing medical conditions known by staff Accident/emergency procedures known by leaders 	Medical consent forms sent to, and filled in by participants /parents Obtained and viewed before commencing activity	Low	
Pollution/ infection	illness	Participants, staff	<ul style="list-style-type: none"> Pupils briefed re hygiene, Avoid polluted areas Wash hands on returning to centre 		low	
Traffic car parks and roads	Injury/death	All	<ul style="list-style-type: none"> Staff/participants briefed and supervised where necessary 		Low	

8. Climb/abseil - Site Specific - Lockerbrook Climbing wall

HAZARD/ ACTIVITY	RISK	PERSONS AT RISK	CONTROL MEASURES	COMMENTS - ACTIONS	RESIDUAL RISK RATING	FUTURE ACTION
As for generic climb/Abseil risk assessment plus:						
Equipment failure anchor/krab.	Injury	Participants/ Staff	<p>Leader checks the technical kit before/during and after use.</p> <p>Anchor krabs are visually checked termly</p> <p>Annual anchor/bolt load testing done by approved person</p>	<p>Annual anchor testing carried out and report made by approved/ certified person</p> <p>Structural report of building regards anchors required as per recommendation from structural engineer (every 5 years.</p>	Low	
Loose climbing holds	Injury	Participants	Holds tightened when loose		Low	
Ladder	Injury	Leader	Leader must only go up the ladder when there is another person present		Low	
Window glass breakage	injury	participants/staff	Ensure wooden boards are placed over windows before the start of the session.		Low	

9. Climbing - Site Specific - Lockerbrook Crate Stack

HAZARD/ACTIVITY	RISK	PERSONS AT RISK	CONTROL MEASURES	COMMENTS - ACTIONS	RESIDUAL RISK RATING	FUTURE ACTION
As for generic climb/Abseil risk assessment plus:				Site specific training given to staff new to venue	Low	
Equipment failure Tree, anchors, wires /maillons	Injury	Participants/ Staff	Regular visual termly checks and before/during use checks. Check for tree debris above the area before starting the activity.	Site inspected by external auditor for safety of venue on 3 monthly basis or when and if deemed necessary	Low	
Falling off/ through platform/	Injury	All / visitors	<ul style="list-style-type: none"> Regular checks and maintenance of platform structure Participants briefed about platform hazards and leader to monitor and make recommendations for safe usage when and if appropriate No participants to stand behind the tower 	New planks and supporting horizontal struts fitted on Platform Dec 2017. Remaining structure in good condition.	Low	
Falling off crates	Injury	Participants	Clear briefing not to climb until instructor indicates to Only climbers to stand on crates		Low	
Crates falling	Injury	All	<ul style="list-style-type: none"> Brief for safe use of hoist device and use only if group is deemed safe to use it and/or adult is present to supervise its use Vigilance of instructor to how the tower is progressing Briefing for those on the floor stacking to move out of the way when tower starts to fall Maintain vigilance of other centre users in vicinity. Use 'boundary' rope. 			
Improper use of belay	Injury	participants	<ul style="list-style-type: none"> Ensure belayer is attached to the tie down cable via rigging rope Instructors ensure safe belay practice There must be a backup person for the belayer. The Instructor must be present when lowering. 		Low	

10. Climb/abseil -Site Specific - Using public indoor climbing walls

HAZARD	RISK	PEOPLE AT RISK	CONTROL MEASURES	COMMENTS/ ACTIONS	RESIDUAL RISK RATING	FUTURE ACTION
As for generic climb/Abseil risk assessment plus:						
Use of unsuitable part of facility for ability of group	Disabling or fatal injury	Participants, staff	<ul style="list-style-type: none"> Location is known to and specifically assessed by leader Progression appropriate to group and part of session 	Warm up activities or easy routes/problems prior to more difficult routes or powerful problems	Low	
Participants wandering off/getting lost/left alone	Anxiety, injury	participants	<ul style="list-style-type: none"> Participants made familiar with venue and facilities Participants suitably managed/supervised appropriately for the venue and group 	Assistants briefed appropriately with regard to supervision	Low	
Bouldering areas – walking beneath sections where others are climbing	Disabling or fatal injury	Participants, staff, other people at venue	<ul style="list-style-type: none"> Participants briefed about site and activity dangers Particular areas of potential danger highlighted – made out-of-bounds except when specifically supervised High level of vigilance maintained 		Low	

11. Climb/abseil Site Specific - Millers Dale Bridge 1 of 2

HAZARD/ ACTIVITY	RISK	PERSONS AT RISK	CONTROL MEASURES	COMMENTS - ACTIONS	RESIDUAL RISK RATING	FUTURE ACTION
As for generic climb /abseil risk assessment plus:				See codes of practice		
Risk of falling due to wheelchair gate being open	Falling/ death	All	<ul style="list-style-type: none"> Only those with previous experience of using the gate to use it. Minimise the time that the gate is open. Ensure that the gate is locked if left unattended during the activity. Ensure that a safe area is maintained around the gate when it is open Appropriate protection for instructors near edge of bridge Be aware of dogs on the bridge when gate is open Ensure that the gate is locked when leaving the site 	Advise that have 2 trained/ experienced people at top whilst operating gate	Low	
Risk of injury to abseilers on the edge of the bridge.	Cuts/ bruises/ grazes	Abseiler	<ul style="list-style-type: none"> Good & clear instruction For more vulnerable users consider 'pulling' participant away from brickwork edge 	Instructor induction training required if not familiar with gate	Low	
Collision with cyclists/walkers	injury	all	<ul style="list-style-type: none"> Group management on awareness of other user groups etc, (e.g. ensure group stay near to 'abseil side' of bridge to avoid cyclists, and keep off steps/path – use view platform instead) 		Low	

11. Climb/abseil Site Specific - Millers Dale Bridge 2 of 2

High river levels river bank edge	Injuries/ drowning/ hypothermia	All and general public	<ul style="list-style-type: none"> · Check river levels. If high consider not using abseil over river · Brief group and leaders about river hazard and to refrain them from standing near the river · Ensure another experienced adult is at the bottom to assist abseiler to bank · Consider using quick release knot for rope at bottom /knife, if deemed necessary to release rope from bank 	Avoid using site over river if assisting adult has had no previous experience using it	Low	
Steps/footpath	Injury/ annoyance to the public	All/ general public	Brief group to take their time on the steps. Often slippery in wet weather. Be aware of members of the public on the steps and footpath			

12. Gorge/Stream Scrambles 1 of 2

HAZARD	RISK	PERSONS AT RISK	CONTROL MEASURES	COMMENTS /ACTIONS	RESIDUAL RISK RATING	FUTURE ACTION
General	Various injuries	all	<ul style="list-style-type: none"> • Suitably qualified (inc First Aid) & experienced instructor • Leaders required to be familiar with site and had a site specific sign off to use it • Venue and eta arranged at centre before departure • Participant:staff ratios appropriate for group and prevailing conditions and venue • Clear briefings & supervision 	<ul style="list-style-type: none"> • See Codes of Practice • Instructors induction training with new sites 	Low	
Extreme weather, cold water	Hypothermia, injury, death	Participants, staff	<ul style="list-style-type: none"> • Seasonal (usually April – October) activity • Consideration of forecast and prevailing conditions on day • Suitable clothing and equipment • Dry spare clothing and emergency equipment available • Leave plenty of time to return to the vehicle. Potential for stumbling due to the cold on the return journey. 		Low	
Deep and/or fast flowing water	Drowning, injury	Participants, staff	<ul style="list-style-type: none"> • Each stream must be individually risk assessed by the leader on the day. • Leaders should be confident in individuals and group abilities, and activities adapted to suit their needs. • Leader to use non contact rescue method/- throw line/sling/pole if when and where appropriate. • Weather forecast obtained and leader makes decision whether or not to proceed or adapt activity on basis of weather forecast, strength of water, conditions on day 	<p>See Codes of Practice (see also guidance from HSE/AAIAC combined water/rock activities)</p> <p>Ongoing risk assessment by leader at start and during activity</p>	Low	
Falls, falling rocks, cliffs	Injury	Participants, staff	<ul style="list-style-type: none"> • Close supervision by experienced staff • Safeguard participants in an appropriate manner. Use rope if appropriate • Clear briefing for participants walking round sections where there are steep banks. 		Low	

12. Gorge/Stream Scrambles 2 of 2

HAZARD	RISK	PERSONS AT RISK	CONTROL MEASURES	COMMENTS /ACTIONS	RESIDUAL RISK RATING	FUTURE ACTION
Water Quality Pollution	Infection, illness	Participants, staff	<ul style="list-style-type: none"> • Avoid if possible swallowing water • Wash hands before eating • Check possible sources of pollution en route and avoid when necessary • Participants to inform staff of cuts and if necessary cover wounds 	information supplied to staff on Weil's disease	Low	
Traffic Hazard	Injury /death	All	<ul style="list-style-type: none"> • Supervision on road crossings 		Low	

13. Local Walks within 30mins of help and below height of 600m – Accompanied/Shadowed within Sight – Generic Hazards

Page 1 of 3

HAZARD	RISK	PERSONS AT RISK	CONTROL MEASURES	COMMENTS/ACTIONS	RES. RISK RATING	FUTURE ACTION
General	Various injuries, illnesses	All	<ul style="list-style-type: none"> • Leader qualified (HML/ML summer or higher) or experienced in walking in that terrain and in weather conditions prevailing at the time • Leader familiar with leading groups of people walking • Leader First Aid qualified • Staff : participant ratios suitable for groups' needs and venue chosen • Gain information about pre existing medical conditions and ensure medication carried • Venue/route, eta discussed and agreed with centre staff and details left at centre • Clear briefings & supervision of students • Leader has phone or means of comms, and carries leader safety bag (first aid and shelter etc) • Dynamic risk assessment on going throughout the activity 	<p>Code of Practice applies</p> <p>Induction and guidance offered as appropriate for staff new to local walking venues.</p> <p>Leader is responsible for understanding emergency procedures</p> <p>Information regards medical issues known pre activity e.g. via Medical / consent forms.</p> <p>Information should be made available to walk leaders to refer to before the walk.</p>	Low	
Extreme weather	Hypothermia, Hyperthermia, Sunburn	All	<ul style="list-style-type: none"> • Leader to check weather forecast prior to activity & adapt route or abandon walk if necessary if groups needs/abilities and walking conditions deem this necessary. • Ensure participants have suitable & adequate clothing and footwear and accessories/equipment to match expected conditions • Ensure participants have necessary food and drink for the activity • Any extra kit carried the is deemed necessary for the conditions i.e. sun hat, sun cream, hot flask, hat and gloves 		Low	

13. Local Walks within 30mins of help and below height of 600m – Accompanied/Shadowed within Sight – Generic Hazards
Page 2 of 3

HAZARD	RISK	PERSO NS AT RISK	CONTROL MEASURES	COMMENTS/ ACTIONS	RES. RISK RATING	FUTURE ACTION
Slips and trips, drowning	Various injuries	All	<ul style="list-style-type: none"> • Clear briefings and supervision • Participants kitted out with suitable footwear • Group to avoid water hazards/crossing rivers without bridges 		Low	
Getting lost	injury	All	<ul style="list-style-type: none"> • Leader has sufficient navigational skills/ brief of route or prior knowledge • Group size as low as possible (group size of up to 10 ideally) • Large groups are best split into small groups each with competent leader • Head counts • Leader comms with sub groups using phone/hand held radios • Leader knows procedure if they or shadowed group is lost 	Leader is responsible for ensuring they are trained and familiar with emergency /getting lost procedures	Low	
Night Hike e lack of light Poor visibility	various injuries	All	<ul style="list-style-type: none"> • Clear briefings & supervision • Suitable level of lighting appropriate to terrain, conditions, groups etc. • Radio/phone comms back and front of group if necessary • Group to stay close together (either stay within sight and or wait and gather at convenient 'check points' e.g. junctions/gates) 	Familiarity of route, features/hazards required/recommended	Low	
Animals	Injury, illness	All	<ul style="list-style-type: none"> • When and if appropriate brief group about dangers of infection from animal faeces (EColi) Toxicaria and preventative measures • Avoid contact/injury from large animals (cattle, horses etc.). If footpath crosses a field containing these animals, assess the situation and act appropriately and inform group of safe ways to behave; e.g. cross quietly as a group or take other route 	Brief group Leaders sent information on Toxicaria if deemed necessary	Low	

13. Local Walks within 30mins of help and below height of 600m – Accompanied/Shadowed within Sight – Generic Hazards

Page 3 of 3

HAZARD	RISK	PERSONS AT RISK	CONTROL MEASURES	COMMENTS /ACTIONS	RESIDUAL RISK RATING	FUTURE ACTION
Shadowed walk within sight	various injuries	Participants	<ul style="list-style-type: none"> • Leader has prior knowledge/experience of route/terrain that participants will use. • First aid kit and emergency kit carried • Gain information about pre existing medical conditions and ensure medication carried • Navigation training given prior/during walk and all know what to do if get misplaced /lost • Participants are fully briefed for identifying and dealing with any potential hazards and have planned emergency procedures • Participants are made to understand the need to act in an appropriate and safe manner when encountering hazards. If unable to act appropriately activity is to be curtailed and or become accompanied by an instructor. • Communications (mobile phones) –arranged/ routes left at centre/checkpoints arranged en route to monitor progress and welfare/health of group 	Thorough group briefing. Participants must understand that the activity will be suspended/ stopped at any time if participants ignore briefing instructions/advice	Low	
Traffic	Injury death	all	<ul style="list-style-type: none"> • Care and supervision crossing roads and walking through car parks 		Low	

14. Remote Walks – Accompanied or Shadowed within sight – Generic Hazards Page 1 of 2

HAZARD	RISK	PERSONS AT RISK	CONTROL MEASURES	COMMENTS/ACTIONS	RES. RISK RATING	FUTURE ACTION
General	Various injuries, illnesses	All	<ul style="list-style-type: none"> Competent instructor with a combination of experience, qualification (HML/ML summer or higher) and training suitable for the activity (includes First Aid) Staff : participant ratios suitable for groups' needs and route chosen Gain information about pre existing medical conditions and ensure medication carried Venue/route, eta discussed and agreed with centre staff and details left at centre Clear briefings & supervision to students Leader has phone or means of comms.and carries leader safety kit (first aid and shelter etc) Dynamic risk assessment on going throughout the activity 	<ul style="list-style-type: none"> Code of Practice applies Induction and guidance offered as appropriate for staff new to centre procedures/kit. Information regards medical issues known pre activity e.g. via medical / consent forms. Information should be made available to walk leaders to refer to before the walk. Leader is responsible for understanding emergency procedures. 	Low	
Extreme weather	Hypothermia, Hyperthermia, Sunburn	All	<ul style="list-style-type: none"> Leader to check weather forecast prior to activity & adapt route or abandon walk if necessary if groups needs/abilities and walking conditions deem this necessary. Ensure participants have suitable & adequate clothing and footwear and accessories/equipment to match expected conditions Ensure participants have necessary food and drink for the activity Any extra kit carried the is deemed necessary for the conditions i.e. sun hat, sun cream, hot flask, hat and gloves 		Low	
Slips and trips, drowning	Various injuries	All	<ul style="list-style-type: none"> Clear briefings and supervision Participants appropriately kitted out with suitable footwear Leader and group made aware of any water, fall hazards on route 		Low	

14. Remote Walks – Accompanied or Shadowed within sight – Generic Hazards Page 2 of 2

Getting lost	injury	all	<ul style="list-style-type: none"> • Leader knows centre procedures if they or shadowed group is lost 	Leader to be responsible for ensuring they are familiar with centre emergency procedures	Low	
Shadowed walk within sight	various injuries	Participants	<ul style="list-style-type: none"> • Leader has prior knowledge/experience of route/terrain that participants will use. • First aid kit and emergency kit carried • Gain information about pre existing medical conditions and ensure medication carried • Navigation training given prior/during walk and all know what to do if get misplaced /lost • Participants are fully briefed for identifying and dealing with any potential hazards and have planned emergency procedures • Participants are made to understand the need to act in an appropriate and safe manner when encountering hazards. If unable to act appropriately activity is to be curtailed and or become accompanied by an instructor. • Communications (mobile phones) –arranged/ routes left at centre/checkpoints arranged en route to monitor progress and welfare/health of group 	Thorough group briefing. Participants must understand that the activity will be suspended/ stopped at any time if participants ignore briefing instructions/advice	Low	
Traffic	Injury death	all	Care and supervision crossing roads and walking through car parks		Low	

15. REMOTELY SUPERVISED WALKS / DUKE OF EDINBURGH TRAINING & ASSESSING Page 1 of 3

HAZARD	RISK	PERSONS AT RISK	CONTROL MEASURES	COMMENTS/ACTIONS	RES. RISK RATING	FUTURE ACTION
General	Various injuries, illnesses	all	<ul style="list-style-type: none"> • ABSOLUTELY NECESSARY FOR GROUP TO HAVE RECEIVED ADEQUATE TRAINING PRIOR TO BEING LEFT TO WALK REMOTELY SUPERVISED • Competent instructor with a combination of experience, qualification (detailed in the activity Codes of Practice) and training suitable for the activity (includes First Aid) and have had prior experience with training groups for remotely supervised walking. • Venue/route, eta discussed and agreed with centre staff and route card left at centre. Checkpoints arranged en route to monitor progress and welfare/health of group • Instructor leader to give clear briefings & supervision to participants. • Group to have received sufficient basic and remote care emergency first aid training required for walk and terrain • Clear briefings and training on risk assessing route ahead • Group to identify hazards and discuss mitigation measures and are aware of emergency procedures before setting out on route • Group is aware of having to do dynamic risk assessments on route and if necessary change/adapt route and if possible let the centre know if it has had to alter the route. • Group has a phone or means of comms, carries an emergency pack (first aid and survival bag, etc. Plus group shelter if not carrying tents) and is familiar with various emergency protocol scenarios. • Gain information about pre-existing medical conditions and ensure the group and staff know the needs of the group and medication required to be carried. • Participants are made to understand the need to act in an appropriate and safe manner when encountering hazards. If unable to act appropriately activity is to be curtailed and or become accompanied by an instructor. 	<ul style="list-style-type: none"> • Code of Practice applies • Instructor/supervisor/ leader is responsible for ensuring they are familiar and experienced with training groups to walk remotely • Leader is responsible for understanding emergency procedures • Information regards medical issues known pre activity e.g. via Medical / consent forms. Information should be made available before the walk, to leaders and if appropriate to D of E candidates within their group. 	Low-med	

15. REMOTELY SUPERVISED WALKS / DUKE OF EDINBURGH TRAINING & ASSESSING Page 2 of 3

Extreme weather	Hypothermia, Hyperthermia, Sunburn	All	<ul style="list-style-type: none"> • Leader to check weather forecast prior to activity & adapt route or abandon walk if necessary if groups needs/abilities and walking conditions deem this necessary. • Ensure participants have suitable & adequate clothing and footwear and accessories/equipment to match expected conditions • Ensure participants have necessary food and drink for the activity • Any extra kit carried the is deemed necessary for the conditions i.e. sun hat, sun cream, hot flask, hat and gloves 		Low	
Slips and trips, drowning	Various injuries	Participants	<ul style="list-style-type: none"> • Clear briefings and training on risk assessing route ahead • Group to identify hazards and discuss mitigation measures before setting out on route and alter route if deemed unsafe or not suitable for the group and or prevailing conditions. • Participants appropriately kitted out with suitable footwear. • Leader and group made aware of any water hazards on route and measures required to take to avoid injury 		Low	
Getting lost	Injury	All	<ul style="list-style-type: none"> • Leader knows how to act and aware of centre procedures if their remotely supervised group goes off track or is not locatable • Navigation training appropriate for the nature of the walk and terrain is given to group prior to walk and group need to know what to do if get misplaced /lost • If a tracker is available then a group can be equipped with one to aid with supervision of their progress and success in navigation. • Extra help in navigation training given to groups when deemed necessary. 	<p>Leader is responsible for ensuring they are familiar with centre emergency procedures</p> <p>Tracker as far as possible, to be charged and tested before giving to group, Group and leader are required to know the use and limitations of tracker technology and that it is not substitute for monitoring progress visually and meeting groups on route.</p>	Low-med	

15. REMOTELY SUPERVISED WALKS / DUKE OF EDINBURGH TRAINING & ASSESSING Page 3 of 3

• Traffic	Injury, death	Participant s/leader	• Supervision by instructor/supervisor at road crossings		Low	
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16. Overnight Camping/Camp cooking/Bivouacking

HAZARD/ ACTIVITY	RISK	PERSONS AT RISK	CONTROL MEASURES	COMMENTS - ACTIONS	RESIDUA L RISK RATING	FUTURE ACTION
Camp cooking	Burns/ Injury	Participant s and staff	<ul style="list-style-type: none"> • First Aid qualified leader present at all times who is familiar and experienced with the stoves and their hazards. • Brief and training on use of stoves and fuel, identifying hazards, etc. • Supervising adult present to monitor stove use by participants • Use of correct equipment and storage of fuel • Water and burns kit present 	See also Codes of Practice the leader is responsible for ensuring they are confident with the stoves and their use with participants.	Low	
Extreme weather	Illness/ Injury	Participant s and staff	Advice from forecast daily/use of appropriate clothing/equipment		Low	
Cohabiting tents!	'Injury'	Participant s	With younger pupils, adult camping nearby/older pupils – full brief given by school staff		Low	
On site bivi: Illness/injury overnight	Illness/ Injury	Participant s and staff	<ul style="list-style-type: none"> • Adult with first aid to overnight with group when/if appropriate. • Centre open for access to staff/facilities if necessary. 		Low	
Intruders/ Security	Injury	Participant s and staff	As above/remote, private location of centre		Low	
OTHER CAMP/BIVI SITES: Illness/injury/ collapse of shelters	Illness/ Injury	Participant s and staff	<ul style="list-style-type: none"> • As for on site bivi • First aider present overnight • Only tarps/bivi bags for bivis, do not use constructed shelters 		Low	
Security/Intr uders	Injury	Participant s and staff	As for Lockerbrook on site camp/bivi, but adult always present with groups		Low	

17. Paddling and swimming in shallow and/or deep pools - (Haggwater Bridge paddling/ Slippery Stones/ Plunge pools in Blackden Brook/ Fairbrook)

HAZARD/ ACTIVITY	RISK	PERSON S AT RISK	CONTROL MEASURES	COMMENTS - ACTIONS	RESIDUAL RISK RATING	FUTURE ACTION
General	Various injuries	All	Suitably qualified & experienced instructor (includes First Aid) Ratio instructor:student appropriate Clear briefings & supervision	Codes of Practice applies - see stream scrambling	Low	
Sinking out of depth	Drowning	All	<ul style="list-style-type: none"> • Good group management - check for swimmers/non swimmers and ensure deep areas are indicated to group • Use narrow streams/rivers (pools less than 5m diameter) and ensure non-contact rescue from pool is possible using appropriate method (throwline/sling/pole,etc) 	Slippery Stones, plunge pool in Blackden Brook or Fairbrook	Low	
Extreme weather/ cold water	Hypothermia	All	<ul style="list-style-type: none"> • Summer conditions only usually (Easter-October) • Check forecast before starting activity • Due regard for distance to shelter after activity (group management) • Ensure participants take change of clothing if deemed necessary for venue 		Low	
Pollution/ debris	Cuts/ Injury	All	Check pools for debris/pollution before use		Low	
Impact with rocks/ objects/ other people	Injury	All	<ul style="list-style-type: none"> • Leader checks pool first for submerged objects • Clear briefing - one at a time/jump in with legs bent/no diving/check area clear for jumping • Risk assess each pool specifically. 		Low	

18. Wide Games in vicinity of the centre

HAZARD/ ACTIVITY	RISK	PERSON S AT RISK	CONTROL MEASURES	COMMENTS - ACTIONS	RESIDUAL RISK RATING	FUTURE ACTION
Movement on rough ground	Injury	Pupil/ Staff	<ul style="list-style-type: none"> Supervision by staff. Clear briefings regards hazard limitation Slips and trips- ensure appropriate footwear 	Phone /radio contact between staff if possible Staff to carry first aid kit	Low-Med	
Getting lost	Injury		<ul style="list-style-type: none"> Appropriate clothing and lighting. Briefing about boundaries and what to do if lost/misplaced/injured Have in place a system for recalling group if necessary 		Low	
Deep water	Drowning		<ul style="list-style-type: none"> Stay away from streams 		Low	

19. Orienteering

HAZARD	RISK	PERSONS AT RISK	CONTROL MEASURES	COMMENTS/ ACTIONS	RESIDUAL RISK RATING	FUTURE ACTION
General	Various injuries	All	<ul style="list-style-type: none"> • Suitably qualified &/or experienced instructor/leader • Leader First Aid qualified • Clear briefings & supervision of map use, orienteering rules and injury prevention. • Leader to carry out a dynamic risk assessment throughout the activity session. • Visiting group leaders and centre staff aware of medical issues of participants • Staff : participant ratios as appropriate for needs of group and prevailing conditions and course used 	Refer to Codes of Practice	Low	
Uneven ground, barbed wire, Cattle/stock in field	Illness/ death	Participants	<ul style="list-style-type: none"> • Ensure participants are briefed about potential hazards and methods to avoid harm. • If stock present, monitor and if deemed necessary avoid using that particular area. 		Low	
Members of the public/ confrontation	Various	Participants	<ul style="list-style-type: none"> • Venue choice • Clear brief to group regarding behaviour, etc 		Low	
Getting lost	Cold, scared	Participants	<ul style="list-style-type: none"> • Clear site boundaries – explanation of how these are shown on map • Clear briefing & induction to activity • Instructor and visiting member of staff to monitor whereabouts of participants • Participants not to split up within their groups 		Low	
Vehicles, farm machinery, motor bikes, quad bikes, cycles	Run over, injured	All	<ul style="list-style-type: none"> • Instructor to include in briefing. • ensure participants know where vehicle tracks are on the map 		Low	

20. Cooperative Team Challenges (Problem solving) and Environmental Activities/art

HAZARD	RISK	PEOPLE AT RISK	CONTROL MEASURES	COMMENTS/ ACTIONS	RESIDUAL RISK RATING	FUTURE ACTION
General	Various injuries	All	<ul style="list-style-type: none"> • Leader experienced /knowledgeable about tasks/venues and familiar with briefing /monitoring groups in these types of activities. • Leader First Aid qualified and first aid kit on site. • Appropriate task(s) chosen to suit needs of group and environmental conditions. • Staff : participant ratios appropriate to group needs and tasks • Weather conditions checked and changes made appropriately 	Refer to Codes of Practice and activity guidance sheets	Low	
Avoidable objective dangers/ unsuitable location	Injury	Participants, staff	<ul style="list-style-type: none"> • Location and ground conditions are suitable for task, group ability and weather conditions. • Be aware of areas surrounded by barbed wire /loose dry stone walling 		Low	
Fall from height, objects falling from above, trips and slips	Injury	Participants, staff	<ul style="list-style-type: none"> • Low level, no lifting above waist height of participants • Leader and other adults have knowledge/training of how to 'spot' participants appropriately • Participants involved in spotting are briefed and monitored appropriately • Be wary of and monitor potential falling objects • Wear helmets if appropriate 		Low	
Equipment failure, use of equipment	Injury	Participants, staff	<ul style="list-style-type: none"> • Equipment monitored for suitability and safety • Briefings of safe use of equipment given, appropriate to task and group • Safe manual handling taught and carried out 		Low	
Illness or injury if away from base	Injury or illness	Participants, staff	<ul style="list-style-type: none"> · Information about existing medical conditions known by staff · Accident/emergency procedures known by leaders · First aid equipment carried by party 		Low	

21. Nightline

HAZARD	RISK	PERSONS AT RISK	CONTROL MEASURES	COMMENTS/ ACTIONS	RESIDUAL RISK RATING	FUTURE ACTION
Blindfold activities, nightline	Eye injury, trip injury	Participants	<ul style="list-style-type: none"> · Area/route used specifically assessed for hazards · If necessary, eye protection used · Participants briefed re hazards and care required · If at night, leaders have effective torches 		Low	
Uneven ground	Injury	All	<p>Appropriate footwear worn Briefing given to move very slowly and check footing Leader/instructor ready to step in and slow group down or give extra warnings</p>		Medium	

22. Shelter Building

HAZARD	RISK	PERSONS AT RISK	CONTROL MEASURES	COMMENTS/ ACTIONS	RESIDUAL RISK RATING	FUTURE ACTION
Use of natural materials and bushcraft activities	Injury, death	Participants, staff	<ul style="list-style-type: none"> · Appropriate protective clothing and equipment (eye protection, gloves, boots, full arm and leg cover, as judged necessary by staff) · Supervision in appropriate ratios · Continual risk assessment of activity 	Refer to Codes of Practice and activity guidance sheets	Low	
Building shelters with natural materials	Injury or death from materials or structure falling onto participants	Participants, staff	<ul style="list-style-type: none"> · Build on level ground · Use suitably sized materials for age and size of participants · Operating procedures are planned and agreed including size and type of materials that can be used and means of carrying and lifting · Participants and staff to continually assess suitability of materials for soundness and stability of structure built · If using a ridge pole it should be checked for stability before the group continues building. · Participants may not enter shelter until it is assessed for stability by staff (do not sleep in shelters built of heavy material – tarps are an alternative) · Do not pick or use living material, litter or waste · After activity ends dismantle shelters with care (main supports last) and leave area as undisturbed as possible 		Low	
Poisoning, infection, accident	Injury	Participants, staff	<ul style="list-style-type: none"> · Assess risks in specific environment used · Brief participants re poison/infection hazards · Arrange suitable protective gloves and equipment if risk assessment suggests necessary · Supervision and first aid provision 		Low	

23.Town/Village visits

HAZARD/ ACTIVITY	RISK	PERSONS AT RISK	CONTROL MEASURES	COMMENTS - ACTIONS	RESIDUAL RISK RATING	FUTURE ACTION
Traffic accidents	Injury	All	See transport risk assessment/supervision in correct ratios/first aid equipment carried	Codes of Practice section	Low	
Abuse /abduction	Injury	Participants	Supervision/briefings/head counts/buddy systems/meeting places/regular meeting up with staff		Low	
Accident/ illness	Illness /Injury	Participants	As above/access to first aid and/or emergency services via telephone/first aid kit carried by leader		Low	
Site specific hazards (eg: water/parks etc)	Death	Participants	As above plus prior knowledge of site if possible/on going risk assessment		Low	

24. Conservation

HAZARD/ ACTIVITY	RISK	PERS ONS AT RISK	CONTROL MEASURES	COMMENTS - ACTIONS	RESIDUAL RISK RATING	FUTURE ACTION
Use of tools	Injury	Pupils Staff	Briefing/advice from trained centre staff/ Rangers on safe tool use /carrying techniques Supervision by first aid qualified leader Appropriate use of venues & PPE	Training / guidance offered to staff new to centre activities and venues Refer to Codes of Practice and Guidance sheets	Low-Med	
Remote locations	Illness Injury	Pupils Staff	Accompanied by experienced leader with appropriate clothing/emergency equipment		Low	
Extreme weather	Illness	Pupils Staff	Check daily weather forecast Provision of appropriate clothes and equipment for the weather conditions		Low	
Other people/ user groups/centre participants	Injury/ abuse	All	<ul style="list-style-type: none"> Vigilance and group/people management skills required to ensure no one is at risk or potential conflict in areas heavy with tourism/recreation. Any conflicts/issues are dealt with sensitively and appropriately. 		Low	

25. Field Studies including pond dipping– on/off site Page 1 of 2

HAZARD/ACTIVITY	RISK	PERSONS AT RISK	CONTROL MEASURES	COMMENTS - ACTIONS	RESIDUAL RISK RATING	FUTURE ACTION
General	Various injuries	All	<ul style="list-style-type: none"> • Leader suitably experienced/trained • Leader First Aid qualified • Clear briefings & supervision • Appropriate activity and venue chosen for needs of group and conditions prevailing at time. 	Codes of Practice Applies	Low	
Working on rough ground/slippy rocks	Slips Trips	Participants Staff	Provision of appropriate footwear/clothing/ equipment/brief from staff		Low	
Extreme weather	Injury Illness	Participants staff	As above/advice from daily weather forecast Appropriate clothing and equipment for the weather conditions		Low	
Remote locations	Illness	Participants	Supervision by suitably qualified staff (e.g. ML/Hill & Moorland Leader/or higher) in correct ratios First aid and safety equipment available Appropriate clothing and equipment Route/time of return left at Centre Communications (phone/radio) carried		Low	
River studies/pond dipping	Illness/drowning/hypothermia	Participants Staff	<ul style="list-style-type: none"> • Prior knowledge/experience of location and hazards. • Ensure there is good access and egress, safe depths/flow in normal conditions, good run-out, no significant bank hazards-trees/rock etc. • On going risk assessment at site on day and during activity. • Awareness that water levels change and need to assess before and during activity. • Good briefing, supervision and group control • Wash hands before eating and after activity 		Low	
Traffic hazard (cars/tractors/bikes on roads/tracks)	Injury /death	All	Good group management whilst crossing or walking on or by roads, bridleways, byways and paths that are used by other people.		Low/med	

25. Field Studies including pond dipping– on/off site Page 1 of 2

Other people/ user groups/centre participants	Injury/abuse	All	<ul style="list-style-type: none"> • Vigilance and group and people management skills required to ensure no one is at risk or potential conflict in areas heavy with tourism/recreation. • Any conflicts/issues are dealt with sensitively and appropriately. 		Low	
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26. Swimming in Local Public Pool

HAZARD	RISK	PERSONS AT RISK	CONTROL MEASURES	COMMENTS/ ACTIONS	RESIDUAL RISK RATING	FUTURE ACTION
Use of swimming pools	Drowning, injury	Participants, staff	<ul style="list-style-type: none"> Accompanied by adult with First Aid Qualification Assess the swimming capability of the participants, preferably prior to the visit (e.g. by colleague who takes swimming) or upon arrival at the pool (information on consent form needs to be validated) Use local authority run pools during life guarded sessions There is constant pool supervision by qualified lifeguards during swimming sessions Participants must be briefed as to how to behave in and around the water If no lifeguard is available, a designated leader must hold a relevant lifeguard award and act as a lifesaver. In addition to the lifesaver, there must also be a qualified first aider present. In addition to lifesavers/lifeguards, sufficient leaders must act as observers to swimmers. Diving to be allowed with leaders' discretion. 	Hathersage Pool or LA run pools only (e.g. Ponds Forge)	Low	
Other user groups/other people/centre participants	Injury/abuse	All	<ul style="list-style-type: none"> Vigilance and group/people management skills required to ensure no one is at risk or potential conflict especially at busy times Any conflicts/issues are dealt with sensitively and appropriately. 		Low	

27. OPEN CANOEING / KAYAKING Page 1 of 3

HAZARD	RISK	PERSONS AT RISK	CONTROL MEASURES	COMMENTS - ACTIONS	RESIDUAL RISK RATING	FUTURE ACTION
General	Injury illness	All	<ul style="list-style-type: none"> Instructor to be First Aid Qualified, suitably experienced, and hold a current UKCC/BCU/BC or equivalent award at a level required for the chosen venue (see supporting BC deployment doc) . Clear briefings & supervision/coaching before, during and after session. Appropriate activity and venue chosen for needs and abilities of group and conditions prevailing at time. Staff : participant ratios appropriate for group, prevailing conditions/venue All participants are to wear buoyancy aids and helmets (at the discretion of the instructor on open water). Buoyancy aids should be the appropriate size and properly fitted. Helmets must be properly fitted and adjusted if using Footwear must be worn at all times Instructor to carry first aid kit and group shelter in a waterproof container 	<p>Codes of practice apply</p> <p>Medical /consent forms sent to participants/ parents and available for centre use</p>	Low	
Trailer Loading/ Unloading, Transportation	Injury	Public, participants, staff	<ul style="list-style-type: none"> It's the drivers/instructors responsibility to ensure the trailer and load are secure Instructor to ensure boats and equipment secured Instructor to ensure boats are loaded and unloaded in a safe manner appropriate to the needs/abilities of the group, inc. keeping an eye on other boats on the trailer 		Low	
Lifting and carrying	Injury	Public, participants, staff	<p>Instructor to explain the importance of lifting safely</p> <p>Instructor to supervise the safe lifting and carrying of boats i.e. back staring, legs bent</p> <p>Be aware of other users while moving boats and trailers</p>		Low	
Deep water	Injury / drowning	Participants/ staff	<p>Buoyancy aids to be worn by all participants and staff.</p> <p>Correct size, correctly fitted and monitored by the instructor throughout the activity</p>		Low	

27. OPEN CANOEING / KAYAKING Page 2 of 3

Equipment-failure /miss-use	Injury	Participants' staff	<ul style="list-style-type: none"> • All equipment checked by instructor before use • Thorough inspections carried out as required • All personal safety equipment checked and fitted correctly • Group briefed for correct use of equipment and supervised/coached throughout session 	Organisation supplying boats and or related equipment vetted before hire. Equipment checked on day.	Low	
Water Quality/disease	Illness	Participants/ staff	<ul style="list-style-type: none"> • Check any obvious signs at venue of water quality issues • Open cuts/grazes should be covered • Participants are advised to wash/ shower after activity where possible. • Information regarding water borne diseases is given to group, or accompanying member of staff. 	Information on Weil's disease sent to participants/ parents/staff Monitor site for blue green algae during hot weather	Low	
Entrapment	Injury, drowning	Participants and staff	<p>Brief delivered about getting out of kayaks</p> <p>Avoid bulky footwear</p> <p>Footplates fitted correctly</p> <p>Instructor to always carry a knife</p> <p>Clean line principals to be followed</p> <p>If spray decks are to be used, a deck test is to be undertaken</p>	Organisation supplying boats and/or related equipment vetted before hire. Equipment checked on the day	Low	
Trips and slips	Injury	Participants, staff	<p>Monitor and manage participants behaviour and activities</p> <p>No running during the session</p>		Low	

27. OPEN CANOEING / KAYAKING Page 1 of 2

Extreme weather	Illness	Participants, staff	<p>Instructor to check weather forecast before the session and monitor conditions throughout, inc, wind speed, air and water temps. Change plans if necessary</p> <p>Ensure participants have suitable clothing for the weather conditions</p> <p>Sun protection to be used where appropriate</p> <p>Hot/cold drinks to be carried where appropriate</p> <p>Make participants aware of the risk of immersion in cold water</p> <p>Refer to “water activities in cold conditions” document in cold weather</p> <p>Rafted canoeing is an option in cold weather to help prevent participants falling in</p>	Consider carrying extra clothing and hot/cold drinks depending on the weather conditions	Low	
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28. MINIBUS TRANSPORT

HAZARD	RISK	PERSONS AT RISK	CONTROL MEASURES	COMMENTS - ACTIONS	RESIDUAL RISK RATING	FUTURE ACTION
Driver suitability	Injury	All	Ensure driver is suitably qualified to drive vehicle - has an in date UK driving licence with D1 endorsement, and submitted DVLA licence check		Low	
Vehicle suitability	Injury	All	If hiring, then use a reputable dealer and ensure vehicle is appropriate for the licence of the driver. Driver to visually check the vehicle before commencing journey Report any damage or faults to centre manager Section 19 permits displayed on dashboard at all times.		Low	
Loading and unloading of passengers	Injury	All	Wherever possible, ensure passengers are loaded/unloaded curbside Brief of any hazards when exiting the bus If loading/unloading curbside is not possible, very careful monitoring of the road will be needed, or use of back doors dependant of make and model of vehicle		Low	
Vehicle breakdowns	Injury	All	Driver to ensure safety of passengers at all times If necessary, then move passengers to a safe location Driver to contact on call manager and liaise with them about managing the situation		Low	
Correctly fitting seatbelts	Injury	All	Driver to visually check all passengers are wearing seatbelts before commencing journey Driver to assist with small passengers that seatbelt is adjusted to fit them		Low	
Transporting of loads	Injury	All	Make sure exits are clear Loads are secure and don't endanger passengers		Low	