

GENERAL HEALTH & SAFETY RISK ASSESSMENT FOR: Camping off site

PART 1 : ADMINISTRATIVE DETAILS

Section/Establishment Name: Lea Green Centre			
Date of Assessment	16/10/13	Date of Issue	1 January 2014
Assessment carried out by	Don Smith	Signature	

Reviews				
Review Date	Reviewed by	Date	Changes Made	
			Y	N
Nov/Dec 2021	IW,GN,DH,PV	10/11/21		N
Jan 2017	Vicky Green	7/2/17		N
Dec 17	Rory Sellar	13/12/17		N
Nov 18	Heather Staple	22.11.18	Y	
Nov 19	Heather Staple	19.11.19	Y	
Nov 20	Heather Staple	24/11/20		N

Affected persons: Young People/Clients Staff Visitors Contractor Others (specify)

Name of Manager confirming and agreeing Assessment:	Ian Price
Signature:	

The following sections should be completed by all staff who need to be made aware of and abide by the findings of the Risk Assessment. NB: If, as a result of a review, changes are made to the Risk Assessment the relevant box on the attached page should be completed as appropriate by the staff concerned.

RISK ASSESSMENT

What are the hazards?	Generic Control Measures implemented	✓ X	Person to implement	Additional Control measures needed to reduce risk to an acceptable level	Person to implement	Date to be actioned
<p>Slips, trips and falls.</p> <p>Extremes of temperature, extreme weather.</p> <p>Safeguarding</p>	<ul style="list-style-type: none"> All groups to wear appropriate footwear and clothing. Groups will receive briefing on specific problems and identified hazards. Independent groups to establish means of contacting base/staff/medical services in emergency. Group to have appropriate first aid training. Weather forecast obtained and previous conditions taken into account. Activity adapted where appropriate. Ongoing risk assessment at start and during activity – weather conditions continually monitored Equipment/clothing lists sent to groups. Individuals' kit checked before departure to ensure adequate protective clothing and equipment. Suitable emergency equipment carried Group briefing and management All groups to follow safeguarding guidelines. 	✓	Instructor leading the group	<p>Additional control measures for groups that are being remotely supervised ie; where staff are not with the group at all times. These include: clear guidelines on behaviour expectations around the campsite, emergency procedures and contact details.</p> <p>Supervisory member of staff to hold a valid first aid certificate and if not camping with the group to be within easy reach.</p>		

<p>Inappropriate behaviour.</p>	<ul style="list-style-type: none"> • Use of a code of conduct for participants. • Means established for remote groups to contact staff • Groups must receive appropriate briefing and supervision. 					
<p>Injury from tent poles and pegs.</p>	<ul style="list-style-type: none"> • Group to be briefed on safe and correct methods of putting up tents, practise should be undertaken under supervision. • Footwear to be worn around campsite. 					
<p>Fire/burns</p>	<ul style="list-style-type: none"> • Groups to be briefed on Fire procedures of the campsite and given a meeting point should a fire occur. • First Aid training to cover burns 					
<p>Cooking</p>	<ul style="list-style-type: none"> • Correct and safe assembly and use of stoves should be taught and practised under supervision with special regard to filling and lighting stoves. • Stoves to be used outside tents and sited appropriately. Except in the case of large scale central cooking where there is a designated catering tent, then all gas bottles must be sited outside of the tent and all other tents sited a safe distance away. • Refilling area for meths stoves to be identified and used, only Trangia brand safety bottles to be used. • Care to be taken attaching and lighting gas stoves, only self-sealing gas canisters to be used. Gas 					

<p>Food poisoning from undercooked food.</p>	<p>burners and pipes to be checked regularly.</p> <ul style="list-style-type: none"> • No games/running around in cooking area, lit stoves to be observed at all times. • Group should be taught safe methods of cooking food, this should be practised under supervision. • Food/cooking monitored by staff where appropriate. • Awareness of food allergies 					
<p>Injury from falling tree/branch.</p>	<ul style="list-style-type: none"> • Tents to be located in appropriate areas and group briefed to check for obvious dangers • Staff must have an awareness of weather forecast. 					
<p>Illness</p>	<ul style="list-style-type: none"> • Use of consent forms to inform Lea Green of any relevant medical conditions. • Staff with pastoral responsibilities to highlight this information to Lea Green staff when on activities and, where appropriate, to control the storage and administration of medicines. • Staff should make themselves aware of existing medical conditions within the group. • Ideally those with known conditions to carry their own inhaler, adrenalin auto injector or medication when off site. 					

Additional potential hazards associated with a person's disability	<ul style="list-style-type: none">Additional measures may need to be taken to enable visitors with a disability to access the area and engage with the activity.			<p>A discussion with the participant along with visiting staff/carers should be had to decide on the most appropriate way to access the site. Or whether a more accessible location is used.</p> <p>Additional staff may be required.</p> <p>Additional time may need to be factored in.</p> <p>Handling belts may be used to assist less ambulant users</p> <p>Less mobile visitors may be more sensitive to environmental conditions and need closer supervision</p>		
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