

**GENERAL HEALTH & SAFETY RISK ASSESSMENT FOR:**

Glamping and Camping on-site

PART 1 : ADMINISTRATIVE DETAILS

Section/Establishment Name: Lea Green Centre

Date of Assessment

05/07/2017

Date of Issue

05/07/2017

Assessment  
carried out by

RS

Signature

Reviews

Review  
Date

Reviewed by

Date

Changes Made

Y

N

Nov 23

IW/GN/DH/PV

14/11/23

N

Feb 2025

IW PV GN

10/02/25

N

Jan 26

GN

8/01/26

N

Nov 2020

IPO

1/12/20

Y

Nov/Dec  
2021

IW,GN,DH,PV

10/11/21

N

Nov 22

IW/GN/PV

3/11/22

Y

Affected persons:

Young People/Clients

☒

Staff

☒

Visitors

☒

Contractor

☐

Others (specify)

Name of Manager confirming and agreeing Assessment:

VG

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
<b>Safeguarding</b>  <b>Fire</b>  <b>Inappropriate behaviour.</b>  <b>Medical Conditions</b>	<ul style="list-style-type: none"> <li>All groups to follow safeguarding guidelines.</li> <li>Participants are not allowed to cook or use naked flames in tents, including smoking</li> <li>Use of a code of conduct for participants. Opposite sex must not be allowed in other tents</li> <li>Quiet time rule</li> <li>Group to be briefed on behaviour expectations</li> <li>Use of consent forms to inform Lea Green of any relevant medical conditions.</li> <li>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.</li> <li>Staff should make themselves aware of existing medical conditions within the group.</li> <li>Ideally those with known conditions to</li> </ul>	✓	Instructor leading the group. Visiting staff	<p>Evacuation Plan discussed and Fire Assembly point agreed</p> <p>Emergency alternative night accommodation – Sports hall</p> <p>Explain quiet time 10pm – 7am</p>		

	carry their own inhaler, adrenaline auto injector. or medication when off site.				
<b>Glamping Shed</b>	<ul style="list-style-type: none"> <li>Lea Green staff to brief visiting staff on use of shed for making of hot drinks etc</li> </ul>			Sleeping bags in the glamping shed if needed	
<b>Extremes of temperature, extreme weather.</b>	<ul style="list-style-type: none"> <li>Kit lists sent home to include sleeping bags and warm clothing</li> <li>Weather forecast obtained and previous conditions taken into account.</li> <li>Ongoing risk assessment at start and during stay – weather conditions continually monitored</li> <li>Lea Green duty staff to be aware of alternative options in heavy rain and electrical storms</li> </ul>			Additional control measures for groups that are being supervised by school staff at night. These include: clear guidelines on behaviour expectations around the campsite, emergency procedures and contact details.  Lanterns provided for night time movement. Lit pathway to Sports Hall	
<b>Slips, trips and falls.</b>	<ul style="list-style-type: none"> <li>All groups to wear appropriate footwear and clothing.</li> <li>Groups will receive briefing on specific problems and identified hazards such as tent pegs, guy-lines, the raised platforms. No running around tents.</li> <li>Other equipment around the site – rules and regulations – Car parks, Out of Bounds areas – as Residential Living Risk Assessment</li> </ul>				

<b>Additional potential hazards associated with a person's disability</b>	<ul style="list-style-type: none"><li>Additional measures may need to be taken to enable visitors with a disability to access the area on site and engage with the activity.</li></ul>			<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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