| **Name of activity, event, and location** | **The Gathering 2023 - Ormskirk and District Camp**  **Tawd Vale Adventure Centre, Lowry Hill Lane, Lathom, Lancashire, L40 5UL** | **Date of risk assessment** | **20 August 2023** | **Name of person doing this risk assessment** | **Andrew Senior (working with others)** |
| --- | --- | --- | --- | --- | --- |
| **Date of next review** | **1 January 2024 (or when a significant change occurs)** |

| **What hazard have you identified? What are the risks from it?** | **Who is at risk?** | **How are the risks already controlled?**  **What extra controls are needed?** | **What has changed that needs to be thought about and controlled?** |
| --- | --- | --- | --- |
| **A hazard** is something that may cause harm or damage.  **The risk** is the harm that may occur from the hazard. | For example: young people,  leaders,  visitors | **Controls** are ways of making the activity safer by removing or reducing the risk from it.  For example, you may use a different piece of equipment or you might change the way you do the activity. | Keep **checking** throughout the activity in case you need to change what you’re doing or even **stop** the activity.  This is a great place to add comments which will be used as part of the review. |
| **Trips and Slips -**  Injury to person | All Present | All participants are advised to wear proper foot attire. Group leaders are responsible for managing their young people and ensuring they are wearing the correct footwear.  First aid to be provided by groups but will also be provided centrally by Merseyside’s First Aid Team. |  |
| **Inclement weather** | All Present | The Gathering organiser will review the weather forecast and make any necessary adjustments to the programme and risk assessment as needed. This may include stopping activities halfway through the day if this is required. |  |
| **Site features –**  Injuries: | All present | Site plan is displayed in the camp centre, as well as the Tawd Vale Hub. This shows access points, boundaries and features that present additional risks incl. activity areas & car parks.  Site plans showing group and activity locations will be communicated well in advance and available at all times by the Gathering Committee.  Be aware of maintenance areas, machinery etc. and warn YP.  Joining instructions & briefings will:   * list areas which are out of bounds (incl. maintenance areas) unless accompanied by Tawd Vale staff. * Remind participants to wear appropriate clothing (footwear, long trousers etc.) for the areas that they are using. |  |
| **Water & Waste –**  Illness from contamination  Property damage from vermin | All present | Mains water is available from water points on site. Wastewater is disposed of to mains sewers via surface drains.  Bins are available for disposal of other waste. |  |
| **Toilets & showers -**  Safeguarding issues,  Waterborne disease | Young people and leaders | Male & Female toilet facilities are available with cubicles providing privacy if required.  Site are responsible for management of risks of Legionella. |  |
| **Viral Airborne Infection (such as Covid-19)**–  Transmission |  | Adults who are not yet fully vaccinated should be reminded to undertake additional hand washing procedures, wear a facial covering when social distancing is not possible, social distancing and ventilation should be maintained at all times.  Anyone showing signs of infection or with family members showing signs of infection not to attend.  Detailed attendee list for camp to be maintained by group leaders. Groups to ensure that they have up to date contact details for all YP and adults with a robust InTouch system in place. |  |
| **Vehicles & people**  Risk of collision & injury | All present | Vehicle access is restricted to car parks and tracks. Vehicles are not allowed on camping fields.  Participants carry kit to the camping area - which may include more than one trip if needed. |  |
| **Heavy loads and items** - Back or other injuries to adults and YP | All present | Heavy Kit to be dropped by vehicles as close to destination as possible in line with requirements on car locations – before YPs arrive  Loads to be split where possible.  Remind people how to lift and carry safely.  All lifting and dropping of heavy tents and other items to be supervised by additional adults. |  |
| **Using Open Fires** –  Risk of burns from mistakes or misuse.  Starting fires - creating sparks | All present | Restrict access by using in a defined area. Leaders to supervise YP when they’re using hot items. Appropriate Group sizes have been considered.  Keep area around any fire free of trip hazards  Keep woodpile well away from the fire - at least 2 metres  Brief YP on safe use of cooking equipment or fire before use and on the possible dangers of fire lighting.  Rules for fire lighting to be communicated with participants before activity starts including – for example: no picking up burning wood; no throwing objects onto the fire; hold wood at one end and lower onto the fire with your fingers near the ground. No removing wood from the fire once it has been put on.  To start a fire only use kindling or bought fire lighters. Accelerants are not to be used on any fire.  Avoid loose clothing around fires – leader in charge of fire to watch out for open coats, sleeves and scarves. Tuck them in and keep coats, hoodies fastened. Tie back loose hair. Do not reach over fires or flames.  Make sure there is an appropriate first aid kit available and that leader training is up to date.    Make sure that cold water is available nearby |  |
| **Bugs & Dirt –**  Dirty utensils  Hygiene  Food poisoning |  | Leaders ensure good hygiene standards and brief YP on the importance of maintaining throughout camp.  Wash hands after going to the toilet and all field activities and before eating.  Hand washing area set up and regularly maintained by the leader team.  Make sure to use clean cooking / eating utensils. |  |
| **Behaviour** – risk of overexcitement, especially at the start of camp. | All present | Individual groups are responsible for managing the behaviour of their YP |  |
| **Appropriate adults –**  Injuries from poor management of camp, activities and facilities | All adults | Ensure all leaders and adult helpers have completed appropriate enquiries.  All groups ensure that they have a leader with the correct Nights Away Permit.  Nights Away risk assessment logged with DC.  Adequate rest time away from camp population for the Gathering Committee is available in several locations. Group Leaders responsible for providing rest time away from camp population for their leaders. |  |
| **Incidents –**  Risk of prolonged/increased injuries from lack of management |  | Suitable first aid cover is in place.  Details of the emergency department of the hospital and local doctors are known to all involved in planning camp and all nominated first aiders.  InTouch process to be maintained by the Group Leaders.  Medication to be stored securely and leaders to supervise schedule of taking medicines where YPs do not self medicate  Leaders aware of additional environmental hazards such as heatstroke, sunburn, ticks and other insects and animals |  |
| **Site Lighting**  Temporary Blindness  Trip Hazards | All present | YP reminded not to look into the lights under any circumstances when around the ‘Camp Centre’ Power cables to be brightly coloured where possible and kept out of participants reach |  |
| **Generators -** Mis-assembly | All Present | Generators will only be installed, operated and checked by a competent person, with experience in using the generator. |  |

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### Activity Risk Assessments - Campfire

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| **What hazard have you identified? What are the risks from it?** | **Who is at risk?** | **How are the risks already controlled?**  **What extra controls are needed?** | **What has changed that needs to be thought about and controlled?** |
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| **A hazard** is something that may cause harm or damage.  **The risk** is the harm that may occur from the hazard. | For example: young people,  leaders,  visitors | **Controls** are ways of making the activity safer by removing or reducing the risk from it.  For example, you may use a different piece of equipment or you might change the way you do the activity. | Keep **checking** throughout the activity in case you need to change what you’re doing or even **stop** the activity.  This is a great place to add comments which will be used as part of the review. |
| See “Using Open Fires” reference above. | | | |

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### Activity Risk Assessments - Music/Sound/Audio Visual

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| **What hazard have you identified? What are the risks from it?** | **Who is at risk?** | **How are the risks already controlled?**  **What extra controls are needed?** | **What has changed that needs to be thought about and controlled?** |
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| **Sound Systems -**  Damage to environment or ear | All present | Volume of the sound system will remain within legal limits for safe use  YPs will be reminded to not stand too close to a speaker system for long periods of time, in order to not damage their hearing. |  |
| **Cabling -**  Trip Hazards | All present | All cabling used will be bright in colour to stand out on the floor and kept out of the way of participant areas wherever possible. |  |
| **Projections**  Temporary Blindness | All present | Projector to be positioned behind the screen where possible, participants reminded not to look into the lamp under any circumstances. Area behind the screen will be cordoned off and out of bounds to YP |  |

### Activity Risk Assessments - Challenge (are you up for it?) Zone

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| **What hazard have you identified? What are the risks from it?** | **Who is at risk?** | **How are the risks already controlled?**  **What extra controls are needed?** | **What has changed that needs to be thought about and controlled?** |
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| **Fires** - | See Open Fires Reference above | | |
| **Axe, Saw and Knife**  –  risk of injury to non-participants or observers. | All present | Create a safe cutting area ([check guidance](https://www.scoutadventures.org.uk/sites/default/files/2018-05/Axe%20and%20Saw%20-%20Factsheet_0.pdf) for safe size and distances).  Ensure all equipment is kept secure when not in use and supervise when being used.  Whilst not an occurrence that is expected, check-in leaders will ask if any groups participants have any knives on them when they arrive at camp and advise those groups to ensure they are stored correctly and used safely. |  |
| **Cooking on Fires -**  Allergies to food | All present | Group leaders are responsible for ensuring that allergens and dietary requirements are shared with the base leaders. Should they have an allergen to certain foods, this must not be consumed.  First aid team is available for reaction to unknown allergens. |  |
| **Branding -**  Burns | All present | Supervise all young people with appropriate adult leaders.  Wear Gauntlets when picking up branding irons  Water bucket available near fire should burn occur - treat as per incidents above. |  |
| **Blind Trail -**  Rope Burns  Uneven terrain, loose rocks, low branches | All partaking in the activity | Participants are advised on how to handle the rope guide  Participants to be warned of hazards during briefing.  Appropriate footwear to be worn. |  |

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### Activity Risk Assessments - Fun isn’t Fun without U

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| **What hazard have you identified? What are the risks from it?** | **Who is at risk?** | **How are the risks already controlled?**  **What extra controls are needed?** | **What has changed that needs to be thought about and controlled?** |
| --- | --- | --- | --- |
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| **Inflatables** - | All present | Risk assessments for each inflatable will be provided by the hiring company. These must be followed at all times. |  |
| **Self Led Activities-**   * Uno * Spoons * Outdoor Games * Twister | All present | Activity being provided on a self led basis for Young People to do.  Group Leaders to judge suitability of activities for those present and to maintain dynamic risk assessment during the activity. |  |
| **Obstacle Course -**  Slips, Trips and Falls - Risk of Injury  Apparatus/equipment failure - injury to participants |  | Activity to occur in a designated area away from main camping area  A safety demonstration will be carried out  Height will be limited to reduce risk of significant injury  Any pinch points should be covered to ensure participants do not become trapped The activity will be supervised at all times  Maximum of one participant to each obstacle, maximum of one team on entire course Ensure designated area is clear of obstructions, sharp items, rabbit holes, rocks, logs etc Keep away from thistles / stinging nettles / barbed fence wire / ponds  First aid kit and trained leader to be with activity  Course to be inspected before use |  |
| **Bubble Mixture**  Ingestion of mixture | All present | Supervise younger children with bubble mixture  If any mixture is ingested, consult first aid immediately. |  |
| **Face Painting -**  Allergy to Face Paints | All present | Use hypoallergenic face paints to reduce the likelihood of allergic reaction.  If a reaction occurs, follow first aid procedure. |  |
| **Badge Making -**  Cuts to fingers | All partaking in activity | Supervision of Scissors and Safety Pins will be monitored at all times,  Badge Machine to be used by trained adults only. |  |
| **Monkey Trees -** | All partaking in activity | Follow Tawd Vale Risk Assessment for Activity  This activity will be run by people with relevant permits according to POR. |  |
| **Sand Art -**  Sand in Eye | All partaking in activity | Leader supervision for activity to ensure that participants do not consume the sand.  Care should be taken to ensure no sand is inhaled or comes into contact with participants eyes.  First Aid is on hand should it be needed. |  |
| **Potato Printing -**  Paint or Potato Starch in Eye | All partaking in activity | Leader supervision for activity to ensure that participants do not consume the potato.  Care should be taken to ensure no paint or potato is inhaled or comes into contact with participants eyes.  First Aid is on hand should it be needed. |  |
| **Tug of War -**  Slips, trips, falls, rope burns, resulting in cuts, bruises and musculoskeletal injuries | All taking part in activity | Supervised by experienced team of adults at all times  Takes place of suitable ground for the activity  Most leaders are first aid trained  Central first aider and first aid kit available |  |
| **Treasure Hunt –**  Toxic plants | All participants | Scavenger Hunt will be looking for natural materials around Tawd Vale.  Participants will be walking round with leaders at all times, and told only to find things that are dead (including trees if applicable) and non-toxic. |  |

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### Activity Risk Assessments - Adventure (ooh… Sounds Risky!) Zone

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| **What hazard have you identified? What are the risks from it?** | **Who is at risk?** | **How are the risks already controlled?**  **What extra controls are needed?** | **What has changed that needs to be thought about and controlled?** |
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| **Air Rifles -**  Hit by fired pellet  Re-bounded pellets | Participant | All range officers will hold adequate permits for The Scouts (NSRA YPS Tutor - Air Rifle)  Shooting team to check range before commencing activity  Range rules must be followed at all times  Safety Glasses will be provided for participants  Range to be used following Tawd Vale protocols |  |
| **Archery -**  Equipment Failure  Entanglement  Hit by arrow  Distraction of participant  Overshoot | All present | This activity will be run by people with relevant permits according to POR.  All equipment to be inspected before and after each session  Bracer to be worn for all sessions  Long hair should be tied back and long earrings removed.  No arrows must be fired in the air  Range rules indicate that arrows can only be fired pointing down the range  Targets positioned to avoid cross over  Boundary fences to be inspected prior to starting of activity.  Range is located to avoid distraction of participants  Targets positioned in front of overshoot net |  |
| **Tomahawks -**  Impact from Tomahawk  Misuse of equipment  Collecting tomahawks  Equipment failure - injured by equipment  Tomahawks bouncing back  Unauthorised use - injured by equipment | All present | Range complies with safety specifications.  Leader in charge must hold KAATA, Bushscout Instructor Qualification or Waddecar Internal Training. Appropriately qualified leader to assume the role of Range Safety Officer and is responsible for all aspects of safety. The activity is to be halted immediately if any person or animal strays into the vicinity of the range.  Participants to throw from behind the designated throwing line.  Spectators must remain seated in the waiting area or outside the range perimeter.  Any suspected dangerous behaviour to be controlled immediately.  Tomahawks to be kept at the throwing line at all times.  Participants instructed that they can only use equipment under direct supervision.  Tomahawks are counted at the start and the end of the session to ensure all are accounted for. Instructor talks through and demonstrates the correct way to throw a tomahawk  Instructions on safe collection of tomahawks. Participants observed closely by Range Officer.  Equipment checked at regular intervals and recorded by a competent person. Equipment checked prior to every use.  All damage reported to Tawd Vale Management.  Range constructed of materials designed to minimise the risk of bounce backs. Range Officer to ensure correct aiming techniques are used.  Equipment is kept in a locked store when not in use. Equipment to be returned to the warden at the end of the day.  Equipment never to be left unattended. |  |
| **Climbing Wall -** | All taking part in activity | See External Providers Risk Assessment  This activity will be run by people with relevant permits according to POR. |  |
| **Rocket Building and Launching -**  Injury from flying rocket | All Present | All activities will be supervised by a responsible leader at all times.  Rockets to only be released when the pathway is clear  First Aid kit and first aider available should they be required. |  |
| **Volleyball & Tug of War -**  Slips, trips, falls, rope burns, resulting in cuts, bruises and musculoskeletal injuries | All taking part in activity | Supervised by experienced team of adults at all times  Takes place of suitable ground for the activity  Most leaders are first aid trained  Central first aider and first aid kit available |  |
| **Fencing -** | All taking part in activity | See External Risk Assessment  This activity will be run by people with relevant permits according to POR. |  |
| **CavePod -** | All taking part in activity | See External Providers Risk Assessment |  |
| **Low Ropes -** | All taking part in activity | See Tawd Vale Risk Assessment. |  |
| **Soft Archery -**  Equipment Failure    Entanglement | All present | Soft Archery will be supervised at all times by leaders  Information Sheets will advise all Leaders of the range rules and leaders will exclude any archer who wilfully and repeatedly fails to follow them.  All equipment to be inspected before and after each session  Long hair should be tied back and long earrings removed.  No arrows must be fired in the air  Range rules indicate that arrows can only be fired pointing down the range  Targets positioned to avoid cross over  Range is located to avoid distraction of participants |  |

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### Activity Risk Assessments - Make a Splash!

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| **What hazard have you identified? What are the risks from it?** | **Who is at risk?** | **How are the risks already controlled?**  **What extra controls are needed?** | **What has changed that needs to be thought about and controlled?** |
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| **A hazard** is something that may cause harm or damage.  **The risk** is the harm that may occur from the hazard. | For example: young people,  leaders,  visitors | **Controls** are ways of making the activity safer by removing or reducing the risk from it.  For example, you may use a different piece of equipment or you might change the way you do the activity. | Keep **checking** throughout the activity in case you need to change what you’re doing or even **stop** the activity.  This is a great place to add comments which will be used as part of the review. |
| **Injuries from bankside boat handling and during paddling /water-based activities** | All participants and bank-based helpers | Proper paddling technique taught to reduce impacts Proper training in handling waterlogged boats and heavy paddlers during rescue. All participants instructed to lift according to manual handling recommendations. Straight backs and in small groups wherever possible. Adequate help to be available to offload large & heavy craft from trailers/racks/ | Leader to make informed assessment of the physical capabilities of the paddlers. Make use of bankside assistance where available. |
| **Injuries from slips, trips and falls (particularly on wet ground)** | All participants and bank-based helpers | All participants to be advised to take care on the bankside which may be steep, wet, muddy, slippery or contain rubbish. People in the area need to be wearing suitable footwear. | Wear appropriate footwear for carrying boats. Wet boots offer less support and slip resistance |
| **Drowning** | All Participants | All craft to have sufficient inherent buoyancy. All airbags to be checked and inflated before use as appropriate. Party leaders must be aware of their members swimming ability before joining this activity.  No paddler should be unreasonably placed in a position where he/she is paddling in conditions which are beyond their ability. Participants who can swim must wear correctly sized and fitted buoyancy aids throughout the activity.  Non swimmers cannot take part in this activity unless they are provided with an approved lifejacket capable of turning an unconscious person face upwards. Paddlers with substantial additional needs must have 1:1 supervision from responsible adult in boat if necessary.  On water supervisors must be trained and experienced in appropriate boat to boat rescues. | Buoyancy aids checked by coach prior to the session beginning. Leader vigilance throughout the session to ensure buoyancy aids are worn correctly.  Old, damaged buoyancy aids disposed following annual or other checks. Party leader to thoroughly brief party on action to be taken in case of capsize. |
| **Entrapment and Pinning** | All Participants | Check suitability of craft for participant. Pay particular attention to cockpit size and position of footrests. Spraydecks not to be worn other than by on water safety staff.  On water and bankside staff to have access to throwlines. Footwear of kayakers to be checked prior to embarkation to prevent foot engagement during capsize. | Position coach throughout the session to ensure observation of the group. |
| **Illness caused due to weather and water**  **a) Hypothermia**  **b) Hyperthermia, sunstroke, dehydration.**  **c) Infections (Weil’s Disease and other enteric and ear infections)** |  | Coach to ensure that clothing is appropriate to the prevailing weather conditions. Wet paddlers to be sent to dry & warm on leaving the activity.  Ensure participants are made aware of the dangers when appropriate. The need to cover up and protect the head to be of prime importance.  Ensure that all party leaders are aware of waterborne disease and the general signs and symptoms of the disease. Cuts and grazes to be covered and paddlers advised to not drink water  Encourage all participants to wash their hands after the activity/before eating. All cuts and abrasions to be cleaned and dressed as soon as practicable after activity by party leader. | Participants advised to seek medical assistance if they believe they have been infected. |
| **Group water games-**  **Soapy twister**  **Pass the bucket**  Slips,trips and falls risk of injury | **All participants** | Activities in designated areas clear from any obstructions.  Staff leading the activities to explain the rules of games prior to commencement. Monitor mood level throughout, with agreed communication to stop if necessary.  First aid and first aider on site should they be required | All participants will need to wear appropriate footwear, but the risk may be increased if participants have been on the water prior to land based water activities |
| **water pipes –**  Behaviour: overexcitement and not following rules or instructions could lead to accidents. | **All participants** | Explain the rules clearly at the start of the game. Monitor the mood level throughout the game. Use a clear communication to stop the game – everyone should stop as soon as they hear two blasts on the whistle or anyone shouting stop. Have a clear location for those not participating in the game. |  |
| **Slip and Slide extreme –**  Slips trips and falls risk of injury | **All participants** | Activity in a designated and signed area.  Safe practise of the activity to be communicated at the start of the activity.  Only one participant on the slide at any one time and participants to slide NOT run on the activity.  Leader running activity to check ground for stones or other obstacles before laying down tarp. |  |
| **Don’t spill it-**  Slips trips and falls risk of injury | **All participants** | Activity in a designated and signed area.  Safe practise of the activity to be communicated at the start of the activity.  Designated area to be clear of any obstructions. |  |
| **Guttering –**  Cuts to fingers/minor bruising | **All participants** | If guttering is not handled properly then participants could catch their hands in the pieces of gutter. Equipment and the use will be monitored at all times. |  |
| **Treasure Pool**  Behaviour: overexcitement and not following rules or instructions could lead to accidents. | **All participants** | Participants will ’fish’ with their hands in a covered tank of water.  As water is involved the activity will be supervised at all times. |  |
| **Stocks**  Behaviour: overexcitement and not following rules or instructions could lead to accidents. | **All participants** | Participants will be throwing wet sponges at a nominated victim.  The activity will be controlled so that only the provided wet sponges are used to pelt people in the stocks. Sponges soaked only in clean water. |  |
| **Self-Led Activities –**  **Tarp pool**  **Fishing Ducks** | **All participants** | Activity is provided on a self-led basis for young people to do.  Group leader to judge suitability of activities and to supervise. |  |

Activity Risk Assessment - Colour Party

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| **What hazard have you identified?**  **What are the risks from it?** | **Who is at risk?** | **How are the risks already controlled?**  **What extra controls are needed?**  **How will they be communicated to young people and adults?** | **Review & revise.**  **What has changed that needs to be thought about and controlled?** |
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| **Powder Paint -**  Inhalation of Powder | **All present** | Breathing in small quantities of powder is unlikely to be harmful  Those with breathing difficulties are advised to give the leaders throwing paint a wide berth at paint points, wearing a mask (or necker fashioned as a mask) if they would prefer. |  |
| **Powder Paint -**  Oral Exposure to Powder | **All present** | Swallowing of the powder is not likely to be harmful, but it is not intended for consumption. Should any be swallowed, patients should be advised to drink plenty of water. |  |
| **Powder Paint -**  Exposure to Eye | **All Present** | First Aid supply to include saline washes to allow treatment should any powder paint get into a participants eye. |  |
| **Running on uneven ground -** | **All partaking in activity** | Organisers will walk the route in the area to ensure obstruction free. Participants will be instructed on the route before starting the activity. Participants should ensure that they are walking in safe foot attire, and watch where they are running. First aid to be provided by groups but will also be provided centrally. |  |
| **Trips and Slips -** | **All partaking in activity** | All participants are advised to wear proper foot attire. Group leaders are responsible for managing their young people and ensuring they are wearing the correct footwear. |  |
| **Power Paint on Tents -**  Damage to group and district equipment | **Group and District Tents** | Groups are advised to provide wipes for young people to wash excess paint off their body before putting down tents. Groups may wish to get their Young People to have a clean t-shirt to hand so they can change outside their tents. Powder Paint used is non toxic, cornstarch and Talcum powder, dyed with food grade food colourant, which washes off after exposure to water. |  |

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### Groups Camping Risk Assessment

This should be anything relevant to your group camping at The Gathering that is NOT already listed above. Please fill in this box only and then submit this whole document into the NAN system. John Lechmere has advised us that he will not be individually commenting on your risk assessments, as long as they follow the example Risk Assessment for Ormskirk & District Scouts.

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| **What hazard have you identified? What are the risks from it?** | **Who is at risk?** | **How are the risks already controlled?**  **What extra controls are needed?** | **What has changed that needs to be thought about and controlled?** |
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