|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Name of activity, event, and location** | **Ormskirk District Gathering. Tawd Vale camping.**  CAMPING ACTIVITIES ONLY ON THIS RA. EVENT SUPPORTED BY OTHER ACTIVITY RA’S  **Leaders may use this template. There’s provision at the end for you to add any other risks specific to your Group. You may also use your own RA provided that it delivers equivalent or better risk controls** |  | **Date of risk assessment** | **28 August 2023** | **Name of person doing this risk assessment** | **John Lechmere**  **Group Leaders!**  **If you’ve amended this template then put your name here-thanks** |
|  | **Date of next review** |  |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **What could go wrong?**  What hazard have you identified?  What are the risks from it? | **Who is at risk?** | **What are you going to do about it?**  How are the risks already controlled?  What extra controls are needed?  How will they be communicated to young people and adults and remain inclusive to all needs? | | | **Review & revise**  What has changed that needs to be thought about and controlled? | |
| **Site features –**  Risk of injuries from:  Natural features  Plant & equipment | All present | Access to the site will be well known to ODS camping. Access availability will be notified to Groups by organisers.  Be aware of maintenance areas, machinery you may see.and warn young people.  Explain if any areas are out of bounds to campers when unsupervised  Ensure appropriate footwear is worn at all times. Avoid barefeet unless activity specific.  Leaders make yourself aware of the site risks which include, a body of water, trees and potentially boggy ground. | | |  | |
| **Water & Waste –**  Infection & vermin | All present | Only use drinking water from the mains taps on site.  Water carriers should be rinsed out with clean water from the public supply. Periodically water carriers should be disinfected with a proprietary disinfectant “sterilising” fluid or tablets used in accordance with the instructions. (Milton or similar branded products) | | |  | |
| **Toilets & showers -**  Safeguarding issues,  Waterborne disease | All Present | Leaders make yourselves familiar with the location of toilets and washing facilities near to your camp site. Advise YP to use sex and age appropriate facilities. Plan with YP about finding their way to them and back in the dark.  If provision is portable accommodation make sure YP know how to open/close/lock the cubicles and operate the flushing mechanism. Please check periodically during the enevt for cleanliness and report unsatisfactory conditions. | | |  | |
| **Vehicles & people**  Risk of collision & injury | All present | Follow the event rules for motor vehicles.  YP to carry kit to camping area. Make more than one trip if needed  If trolleys used, ensure YP know how to use them responsibly. | | |  | |
| **Heavy loads and items** - Back or other injuries to adults and YP | All present | Get kit as close to destination by vehicle, if possible – preferably before the young people arrive.  Split loads down to smaller bits if possible.  Supervise young people carrying bigger items – use a trolley if available.  Remind people how to lift and carry safely.  All lifting and dropping of heavy tents and other items to be supervised by adults | | |  | |
| **Tentage, guy lines, trip hazards, Items stored at low level** –  Tripping on guy lines and tent pegs, boxes, natural items | All Present | If camping under or near to trees be aware of the potential for branch shedding. Make a visual assessment of trees looking out for unusual staining, rot, pools of water in branch junctions, evidence of storm damage or previous branch shedding and avoid such areas.  Instruct and enforce “No running” rules around tents and inside mess tents / marquees.  Choose play areas clear of obstructions, sharp items, rabbit holes, rocks, logs etc or remove obstructions.  Mark any obstacles so clearly visible. (eg. By using solar lights and reflective guys)  Keep away from thistles / stinging nettles / barbed fence wire / ponds. Keep young people out of ditches etc if unsupervised. | | |  | |
| **Mallets striking Tent pegs –**  Slippage of mallet  Struck by mallet | All present | Adults to supervise activity and to check mallets are in good condition and not loose or split. Instruction on how to correctly put pegs in.  Check tent pegs are suitable size and condition for the tent guy.  Ensure other young people are standing safely away. | | |  | |
| **Sleeping facilities -**  Safeguarding issues | All Present | Ensure sleeping facilities provide appropriate division of adults and YP.  Discuss sleeping arrangements with young people and parents beforehand  YP with specific needs will need to be considered and appropriate arrangements made for them.  Ensure young people can safely enter and exit their tents with relative ease.  Consider layout of camp and use of solar lights to help prevent YP becoming lost in the dark.  **No fuel burning appliances to be used inside sleeping or activity tents. This includes lamps, stoves and disposable BBQ’s** | | |  | |
| **Food –**  Food poisoning | All Present | Plan menu to suit facilities available.  Ensure full prior knowledge of allergies and dietary requirements and that these are met.  **Be aware of the potential for campers’ own supply of food being shared and presenting unappreciated risk.**  Ensure correct storage and handling of food.  Check HQ guidance on [Food Safety](https://www.scouts.org.uk/volunteers/staying-safe-and-safeguarding/safety/keeping-safe-at-camp/guidance-for-food-safety/)  All to clean hands thoroughly before and after food preparing and before consuming food. | | |  | |
| **Tables –**  Risk of collapse during cooking and activity | All Present | Check tables are in good repair; properly and safely put up, eg: legs locked, trestles stable, put small table feet on boards if used on grass, ensure level and stable. | | |  | |
| **LPG gas bottles and other fuel burning appliances**  Gas hoses and cooking equipment  Leakage of gas, fire and  [Carbon monoxide](https://www.scouts.org.uk/volunteers/staying-safe-and-safeguarding/safety/keeping-safe-at-camp/using-gas-safely/carbon-monoxide/) | All Present | Hoses and regulators checked for good condition and hoses are in date (5 years recommended) – before camp and by leaders during camp. Hoses secured to kit by hose clips.  Always use gas stoves or lamps in well ventilated areas, outdoors if possible. LPG cylinders positioned outside tents and doors open during use for good ventilation.  Fire extinguisher / fire blanket / fire bucket positioned outside tent near to cook area  Follow any event fire rules and precautions including nominated points of assembly.  Check HQ guidance on [Safe use of Gas](https://www.scouts.org.uk/volunteers/staying-safe-and-safeguarding/safety/keeping-safe-at-camp/how-to-use-a-camp-stove-safely/)  Gas cooking and lighting equipment to be used in controlled areas.  Make sure any stoves and lamps inc. Trangias, Multifuel, Coleman fuelled, petrol fuelled and paraffin fuelled are only used, filled and re-filled by trained people. Incandescent mantles in gas and liquid fuelled lamps must be intact, with no holes and mantles only replaced by the correct mantle by trained people when the lamp has cooled.  Take care with and supervise the use of storm kettles (Kelly Kettles) ensure the stopper is removed when heating.  Battery torches only in sleeping tents. No smoking or cooking in sleeping tents | | |  | |
| **Lightweight cooking equipment –**  Risk of fire, Carbon monoxide | All Present | No cooking in sleeping tents – Groups will provide sufficient tentage for cooking and eating.  Clearly explain the dangers to all users, both young people and adults.  Tie back long hair and avoid loose clothing around fires and naked flames – Do not reach over fires or flames.  Check HQ guidance on [Safe use of Gas](https://www.scouts.org.uk/volunteers/staying-safe-and-safeguarding/safety/keeping-safe-at-camp/how-to-use-a-camp-stove-safely/) and [Trangias](https://www.scouts.org.uk/volunteers/staying-safe-and-safeguarding/safety/keeping-safe-at-camp/how-to-use-a-meth-burning-stove-safely/) and [Aerosol](https://www.scouts.org.uk/volunteers/staying-safe-and-safeguarding/safety/keeping-safe-at-camp/how-to-use-a-aerosol-gas-stove-safely/) stoves. | | |  | |
| **Cooking –**  hot surfaces  Hot liquids,  Cooking fats  Risk of fire  Spread of flame and burns | All Present | Ensure kitchen area is safe and hygenic.  Keep area clear of obstructions and trip hazards.  Portable cooking equipment should be mounted on sturdy tables. Gas boilers like Burco boilers, full, are very heavy. Make sure these are properly supported on adequate tables.  Fire fighting equipment should be in the kitchen area and the team familiar with its use.  Gas appliances (eg: fridge, boiler) should be on a sturdy level surface, with pilot flame vents kept clear.  **Maximise the distance between tents by using all the available space allocated to you**. Aim to separate tents by 3m. if space allows. Always ensure a 6m separation distance between any tent or structure where gas, liquid or solid fuel is being used and any other tent, vehicle or open fire. Larger bonfires will need a greater separation distance to prevent wind-blown sparks from damaging or igniting tent fabric.  Flames to be kept as far away as possible from flammable material (shelter/tent side). Use of cooker guards where possible.  YP only to be allowed in kitchen if they are designated to help.  Adult use of kitchen to be established in such a way as to prevent over crowding. Access to some services provided elsewhere/ more conveniently if necessary (eg: hot drink making).  Kitchen first aid kit to be at hand. Event First Aider to be called if first aid required. | | |  | |
| **Using Open Fires** –  Risk of burns from mistakes or misuse.  Starting fires - creating sparks | All present | Restrict access by using in a defined area as allowed by the event rules.. Leaders to supervise young people when they’re using hot items. Consider appropriate Group size.  Keep area around the fire free of trip hazards  Keep woodpile well away from the fire - at least 2 metres  Brief young people on safe use of cooking equipment or fire before use and on the possible dangers of firelighting.  Have rules for firelighting 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. Do NOT use accelerants on the fire (any substance or mixture that accelerates or speeds the development and escalation of fire) – such as petrol, lighter fuel and other spirits.  Avoid loose clothing around fires – 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.  Do not allow fires to become too large for the location/ activity  Make sure there is an appropirate first aid kit available and that leader training is up to date.  Make sure that cold water is available nearby – there should be at least a bucket, running water is best if possible.  All fires should be overlooked by an adult until extinguished and cooled down | | |  | |
| **Personal Hygeine**  Illness, infections | Young People | Leaders ensure good hygiene standards and brief YP on the importance of maintaining throughout camp  Wash hands after going to the loo and all field activities and before eating.  Hand washing area set up and regularly maintained by leader team.  Make sure to use clean cooking / eating utensils. | | |  | |
| **Axe and saw** – risk of injury to non-participants or observers and those undertaking the task. | 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.  Ensure suitable competence for those using the equipment.  Appropriate protective equipment worn.  All adults to follow guidelines for safe use. | | |  | |
| **Behaviour** – risk of overexcitement, especially at the start of camp. | Young People | Clear expectations to be given to YP and parents before start of camp.  Section code of conduct to be followed.  Advise against tree climbing unless you’ve covered the attendant risks and controls in the additional section at the end of this document for your own Group.  LIC to be aware of potential for misuse of pocket and bushcraft knives the personal possessions of campers.  Smoking should not be allowed in tents.  Event & activities to be well planned and timetabled to allow time for letting off steam as well as calming down at appropriate times.  Leader in charge to monitor behaviour and change activity if necessary.  Leaders and helpers to supervise free time.  YP to have clear guidance on where to seek help and support. | | |  | |
| **Weather**  Sunstroke, hyperthermia, hypothermia  Injury | All Present | Adults to ensure YP are guided and supported to wear appropriate clothing/protection according to weather conditions.  Make drinks available at all times. Leaders to ensure YP maintain fluid levels.  Sun cream/hats, full waterproofs/hats/gloves on kit list.  Ensure that spare clothes, hats and bedding available. | | |
| **Incidents –**  Poor management leading to increased detrimental effects, injuries | All Present | Suitable first aid cover is in place.  Medication to be stored securely and leaders to supervise schedule of taking medicines  Be aware of additional environmental hazards such as heatstroke, sunburn, ticks and other insects and animals | | |  | |
| **Infection control**  **(inc covid 19 precautions)** | All present | Anyone with symptoms of a respiratory infection who has a high temperature or who does not feel well enough to carry out normal activities will be advised to stay at home and not join the event.  Any person developing symptoms of respiratory infection during the event should sleep in separate accommodation and should maintain social distancing as far as practicable. When in a confined space with others a FFP2 face covering should be worn.  If a child or young person has a positive COVID-19 test result they should not join the event for 3 days after the day they took the test  Children and young people who are home contacts of someone who has a positive COVID-19 test will not be prevented from attending.  Adults with a positive COVID-19 test result will not join a nights away event for 5 days after the day they took the test.  Tick borne infections. In many parts of the UK but especially in terrain frequented by sheep and deer there is a risk of disease from ticks such as Lyme disease and, from 2023 in the UK tick borne encephalitis, the risk is small and can be reduced by awareness, self examination, tick removal and access to later medical attention. A Leader should be aware of the UK advice at: -  <https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1148613/Tick-awareness-A5-leaflet-April-2023.pdf>  You will need to share this advice with parents so they can take any post event action required.  Note that ticks will migrate to the upper thigh and groin and a useful removal hierarchy is: -   1. Instructed self removal 2. Trusted same sex friend removal 3. Chaperoned same sex leader/adult removal 4. Local medical facility removal. | | | Vulnerable people should be be identified and will take the following precautions.  They should have separate sleeping spaces, sharing only with family members.   * Be advised to get vaccinated against COVID-19 * Heed any advice from specialists in the case of vulnerable YP | |
| **What other Hazards arising do you need to consider?**  **Never be afraid to stop an activity if it is becoming unsafe! Watch what’s going on and authorise all Assistant Leaders, Group helpers and Occasional Helpers to stop an activity or event involving your YP if they have doubt about its safety.**  **Leaders-if when you’ve read this event risk assessment it’s clear that you have individual plans of camping arrangements, non-standard or unique approaches to Scouting or you intend to do anything not covered here and these have attendant risks not previously covered you’ll need to add them below.** | | | | | | |
| **What could go wrong?**  What hazard have you identified? What are the risks from it? | | | **Who is at risk?** | **What are you going to do about it?**  How are the risks already controlled?  What extra controls are needed? How will they be communicated to young people and adults and remain inclusive to all needs? | | **Review & revise** What has changed that needs to be thought about and controlled? |
|  | | |  |  | |  |
|  | | |  |  | |  |
|  | | |  |  | |  |