

# Risk assessment - Scouts Parade

Name of activity, event, and location	Ormskirk and District Scouts St George's Day Parade Ormskirk Town Centre	Date of risk assessment	3rd April 2024	Name of person doing this risk assessment	Andrew Senior Tom Carver Ray Fitzimmons
		Date of next review	10th Jan 2025 or before next parade		

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?
<p><b>A hazard</b> is something that may cause harm or damage. <b>The risk</b> is the harm that may occur from the hazard.</p>	<p>For example: young people, adult volunteers, visitors</p>	<p><b>Controls</b> 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.</p>	<p>Keep <b>checking</b> throughout the activity in case you need to change what you're doing or even <b>stop</b> the activity. This is a great place to add comments which will be used as part of the review.</p>
<p><b>Aughton Street/St Annes School Area</b> Large numbers of children and parents attending school outside normal school hours.</p>	<p>Children, parents, members of public. Injury from traffic collision.</p>	<ol style="list-style-type: none"> <li>1. Clear notification to all groups re parade time &amp; advising timely arrival.</li> <li>2. Advise Groups to inform parents that there is no parking in the school (except authorised -eg The Band) &amp; area will be congested.</li> <li>3. School field open early.</li> <li>4. Advance warning signs to motorists on approach to school (see TM plan)</li> </ol>	
<p><b>Aughton Street/Church Street/Park Road Ormskirk</b> Parade marching along public highway: - uncontrolled access by vehicles through the parade. Aggression from drivers of delayed vehicle.</p>	<p>Participants on the parade (Children &amp; adults) &amp; members of public. Injury or distress from traffic collision. Participants on parade and /or Marshals</p>	<ol style="list-style-type: none"> <li>1. Traffic Management Plan implemented:</li> <li>2. Road Closure obtained from Local Authority for duration of parade on highway.</li> <li>3. Engage a qualified TM company to place and remove signs.</li> <li>4. Advance warning signs advising of possible delays (placed 1 week in advance)</li> <li>5. Engage TM company to provide front escort vehicle.</li> <li>6. "Road Closed" signs on side roads where there is vehicular access to parade route.</li> <li>7. Identify Scout Parade Master and TMC controller to all marshals or other officials on duty.</li> <li>8. Road Closed signs staffed by marshals to prevent removal of signs until after parade has passed.</li> </ol>	

You can find more information in the [Safety checklist for leaders](#) and at [scouts.org.uk/safety](https://scouts.org.uk/safety)

## Risk assessment - Scouts Parade

		<ol style="list-style-type: none"> <li>9. Closure of Aughton Street at Park Road to prevent traffic moving (Southwards) on the street in opposite direction of parade.</li> <li>10. Parked cars in Aughton Street before parade starts to be leafleted advising of short closure &amp; requesting remain in situ until after parade (or to liaise with TM marshal/ Scout Parade Master or Police in emergency (see also item 5)</li> <li>11. Parade will be halted in Church Street to re-form in closer formation after all parade has entered pedestrianised area and allow some traffic to pass westwards along Park Road (A570) before completing the procession to Coronation Park.</li> <li>12. Addition of extra marshal &amp; Road Closed sign at Church St/Park Road.</li> <li>13. District Scout marshal will travel at rear of parade to allow for “rolling” closure to minimise disruption to traffic and reduce risk of impatient drivers attempting to pass the parade.</li> <li>14. Traffic Control Boards, (Stop/Go) suitably signed on Park Road near to pelican crossing by Swimming Baths Car park entrance to hold traffic there until parade is in Park.</li> <li>15. Side road marshals to be provided by Ormskirk District Scouts (Adults only) and to be briefed on their role (no powers) and safety.</li> <li>16. Marshals identified by District PRIOR to the day of event. Pre-event briefing email to be sent. Re-brief on the day.</li> <li>17. Two marshals placed at Morrison's car park exit on each phase of the parade to direct exiting traffic accordingly.</li> <li>18. Risk assessment &amp; briefing circulated to all Groups &amp; available at Lead Volunteer meeting &amp; “All Leaders” Meetings prior to event.</li> </ol>	
<p><b>Aughton Street/Church Street/Park Road – Ormskirk</b> Parade marching along public highway: - uncontrolled access by vehicles through the parade.</p>	<p>Participants on the parade (Children &amp; adults) &amp; members of public. Injury or distress from traffic collision.</p>	<ol style="list-style-type: none"> <li>1. Route selection is such that the parade will travel along carriageway as little as possible &amp; will use pedestrianised areas where possible.</li> <li>2. Each group of youth members will be flanked by their Adult leaders.</li> <li>3. Adult/Child ratios will be as laid out by Scout HQ guidelines</li> <li>4. Adult members in Hi Vis jackets/vests will act as walking marshals on the ROADWAY side of the parade. contd....</li> </ol>	<p><b>On 1<sup>st</sup> leg</b> to Church Street =adults <b>on RIGHT</b>. <b>On 2<sup>nd</sup> leg</b> via Park Road to Coronation Park = adults <b>on LEFT</b> .</p>

You can find more information in the [Safety checklist for leaders and at scouts.org.uk/safety](https://scouts.org.uk/safety)

## Risk assessment - Scouts Parade

<p><b>Aughton Street/Church Street/Park Road – Ormskirk</b> (uncontrolled vehicle access contd...)</p>		<p>5. Adult leaders will be positioned on ROADWAY side of the parade to be able to quickly direct the walkers towards the pavement should a moving vehicle encroach on the parade route.</p> <p>6. Sufficient HI Vis vests to be available / brought to parade.</p>	
<p><b>Aughton Street/Church Street/Park Road – Ormskirk</b> Emergency vehicles requiring access to the road where the parade is marching</p>	<p>Participants on the parade (Children &amp; adults) &amp; members of public. Injury or distress from traffic collision.</p>	<p>1. Adults and marshals on parade to be briefed to move participants to the side of the carriageway and where possible to move them onto the pavement</p> <p>2. Parade master or rear escort to give clear instructions to move the parade for clear access.</p> <p>3. Emergency services and bus companies (via respective HQ's) notified well in advance of date and timings of the parade.</p> <p>4. Written info to Ormskirk Fire Station because of its proximity to parade assembly point</p>	
<p><b>Coronation Park Water Hazard</b> – Lake on edge of main field.</p> <p>Young member not collected or collected by wrong parent/carer.</p> <p>Exposure to busy Town Centre traffic.</p>	<p>Drowning; Unaccompanied young children without appropriate adult supervision.</p> <p>Distress</p> <p>Leaving the area after service without appropriate adult</p>	<p>1. Parade marches on to field in order, lined up in group order and remain in groups until dismissal.</p> <p>2. Brief Group/Section Leaders accordingly.</p> <p>3. Leaders to be responsible for ensuring all young members in their party/group who attend are supervised, accounted for &amp; collected properly.</p> <p>4. Participants will be dismissed (In the Park or Church as appropriate) into care of parents/carers as per normal Scout group procedures.</p>	
<p><b>Weather conditions- Parade &amp; service</b> Severe weather (hot, cold, rain) may interrupt the parade.</p>	<p>Fainting, exposure, illness or accident caused to youth or adult members of Scouting</p>	<p>1. Decision will be made on the morning of the parade and participants advised of the decisions to modify the parade/service.</p> <p>2. If conditions are not suitable to hold event outdoors, it will be moved to the Parish Church.</p> <p>3. Alternative end to parade after halt to re-group in Church Street is that the parade falls out and the groups cross , still under supervision of leaders , into the Parish Church. This will have been decided</p>	

You can find more information in the [Safety checklist for leaders and at scouts.org.uk/safety](https://scouts.org.uk/safety)

## Risk assessment - Scouts Parade

<b>Weather conditions- Parade &amp; service contd...</b>		<p>before the parade sets off and will require traffic control near to the main Church entrance</p> <p>4. First Aid provision- See below</p>	
<b>Terrain</b> The parade will be along public highways (carriageway and pedestrianised area) and on grassed areas in the school grounds and in a Public Park.	Participants on the parade (Children & adults) Trip hazard moving from school field to road, road to pedestrianised area to parkland. Kerbs, Check foliage on trees/overhanging branches at pedestrian entrance to park.	<ol style="list-style-type: none"> <li>1. Leaders to observe and warn youth members as appropriate</li> <li>2. No significant trip hazards seen on route check (1/02/24)</li> </ol> Trim back o/hanging branches which hinder passage of flags & banners if required(possible delays & stumbles)	Large puddle after heavy rain at vehicle entrance Baths car park 1/2/24. If necessary on the day, can use pedestrian entrance - check overhanging branches. Re-check w/c 15/4/24 (Sufficient time to raise any issues with Local Auth or street works operator etc.) and re check am 19/4/24 for last minute issues.
<b>Injury /Illness -First Aid provision</b> Parade members tripping and falling. Illness.	Cuts, grazes	<ol style="list-style-type: none"> <li>1. All participants in the parade will be members of a Scout Group or District Scouters &amp; all adult leaders have a First Aid qualification.</li> <li>2. In the event of illness, the Group the person is with will summon appropriate assistance either from the nominated First Aider or the Emergency Services.</li> <li>3. Two walking marshals identified as nominated First Aiders with F/A. kits &amp; wearing GREEN HI Vis 'First Aid' vests. (One in the Group in the centre of the parade and one in the Group at the rear)</li> <li>4. Brief Group Leaders and Parade accordingly.</li> <li>5. Nearest Childrens A&amp;E is Ormskirk Hospital. Nearest Adult A&amp;E is Southport Hospital. Ormskirk Hospital has a "walk in" Centre for minor injuries open until 2000hrs on Sundays.</li> </ol>	

You can find more information in the Safety checklist for leaders and at [scouts.org.uk/safety](https://scouts.org.uk/safety)

## Risk assessment - Scouts Parade

<p><b>Coronation Park: PA Sound System &amp; Installation/Removal of sound gear.</b> Electric Shock. Fire in electrical equipment Trip Hazards. Falling Equipment. Movement of equipment vehicles/trailer.</p>	<p>All adults and participants present</p>	<ol style="list-style-type: none"> <li>1. Connection/disconnection to bandstand power source and set up of sound system will be done only by competent , nominated leaders.</li> <li>2. Suitable Fire Extinguisher for electrical fires ( Dry Powder or CO2) to be available at bandstand.</li> <li>3. All power cables will be brightly coloured</li> <li>4. Only authorised people conducting the service to be present on the bandstand</li> <li>5. Adults/YP to remain clear of the speakers.</li> <li>6. Vehicles to be parked behind bandstand</li> <li>7. No movement of vehicles whilst the event is in progress.</li> <li>8. Vehicles to use Hazard lights/beacons when moving around the park.</li> </ol>	
<p><b>What other Hazards arising do you need to consider?</b>  <b>Never be afraid to stop and activity if it becoming unsafe!</b>          This Risk Assessment does not cover activities (eg: games, free time, open fires, outings, contingency plans), which will each require their own. You may also need to consider any specific individual needs.          Check <a href="#">Activities A-Z</a> to see if any need Permits or qualifications to run them.          There are <a href="#">Example risk assessments</a> to use as a starting point          Don't forget, as part of your programme planning, you should have contingency activities in reserve just in case you can t do what was planned or you need to stop half way through. Make sure this is shared with those involved, so everyone knows how to respond. You should have risk assessed contingency activities prior to them taking place and communicated key information to those involved as with all activities.</p>			

You can find more information in the [Safety checklist for leaders and at scouts.org.uk/safety](#)