|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Name of Activity** | General Site Risk Assessment | **Date of Risk Assessment** | 16.5.25 | **Name of who undertook this Risk Assessment** | Graham Thorpe |
| **Date of Next Review** | May 2027 |

|  |  |  |  |
| --- | --- | --- | --- |
| **Hazard Identified? / 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?** |
| ***Hazard*** *– something that may cause harm or damage.*  ***Risk*** *– the chance of it happening.* | *Young people*  *Leaders*  *Visitors?* | ***Controls*** *– Ways of making the activity safer by removing or reducing the risk from it. For example - you might use a different piece of equipment or you might change the way the activity is carried out.* | *Keep* ***checking*** *throughout the activity in case you need to change it…or even stop it! This is a great place to add comments which will be used as part of the review.* |
| **Uneven Surfaces**  Sprains, strains, pulled muscles, bruises, cuts, abrasions, slips trips & falls | *Young people*  *Leaders*  *Visitors* | Appropriate instruction & supervision by leaders, where deemed necessary | Has the area changed or change in conditions to ground |
| **Tree Climbing - Fall**  Bruises, cuts, abrasions, slips trips & falls | *Young Persons* | Tree climbing is prohibited and all users of the site will be remined of this when making bookings on site.  It is the responsibility for Section leaders and persons responsible (for non scout groups) to ensure that tree climbing is prohibited. |  |
| **Disorientation**  Mental Stress & potential injury | *Young people*  *Leaders*  *Visitors* | Leaders to give clear instructions on the site layout, where boundaries are including gates and fence |  |
| **Bad / Extreme Weather**  Extreme Hot, Cold, Wind & Wet | *Young people*  *Leaders*  *Visitors* | Ensure appropriate instructions are given by leaders.  Ensure extra precautions are taken with tents and structures  Ensure contingency plan is in place / considered by all Groups using site as to any scenario where the campsite becomes inhabitable | How bad is the weather, do changes/cancellations need to be made? |
| **Interaction with Vehicles**  Potential Impact by vehicle (various injuries including danger of death) | *Young people*  *Leaders*  *Visitors* | No vehicles to be allowed on camping field without consent from campsite team, If vehicles are on field less then a max speed limit of 5mph shall be adhered to, and shall not be in driven in the vicinity of other users of the site.  Ensure care is taken in the car parking area and young people are directed on to field/in front to building as soon as possible.  Maximum speed limit of 5mph for vehicles in the car park  Note – Ensure main gates from car park to field are kept clear at all times for access to site for emergency vehicles |  |
| **Fire incident**  Potential burns severe injury  Potential risk to property (inc equipment and buildings) | *Young people*  *Leaders*  *Visitors* | Fire equipment located around site.  Fire assembly point on field by flagpole  Inform duty warden of all fires  Ensure that designated campfire circles/ altar fires are used  Ensure Young People are supervised at all times when fires are in use  Type of media to be burned to be assessed by leaders to ensure additional hazards are not introduced (i.e. unsuitable items to burn, panel materials that could cause bellowing effect if not managed properly) |  |
| **Ponds/Lakes**  Risk of Drowning | *Young people*  *Leaders*  *Visitors* | Ensure all are aware where water is on site and that access is STRICTLY PROHIBITED (unless as part of an organised activity covered under an additional unique risk assessment)  Ensure life rings / buoys are in place and are available for use |  |
| **Waste**  Potential hygienic issues inc food poisoning, vermin infestation | *Young people*  *Leaders*  *Visitors* | Place all waste in bins in car park area  Do not allow waste to accumulate on site  Ensure good camp hygiene is utilised whilst on site, with camp subject to inspection if it is felt that the hygiene is being disregarded (with potential risk of site eviction)  Note – General and Recyclable waste bins in operation |  |
| **Access to Woodpiles**  Sprains, strains, pulled muscles, bruises, cuts, abrasions, puncture wounds slips trips & falls | *Young people*  *Leaders*  *Visitors* | Close supervision of young people on woodpiles and warn of dangers including nails and slips.  Wear appropriate footwear and PPE when on woodpile |  |
| **Behaviour whilst on site – Activities & Free time**  Sprains, strains, pulled muscles, bruises, cuts, abrasions, slips trips & falls | *Young people*  *Leaders*  *Visitors* | Whilst on site, Leaders to supervise their group at all times  Ensure all Group members attending site maintain a suitable level of behaviour  Boundaries for any activities undertaken to be communicated to participants.  Care and attention to be maintained with regards to uneven surfaces.  Ensure camp risk assessments created by Groups / visitors utilising Boyd Campsite & Activity centre include behaviour and expectations of their Group  The safe management of activities not run / managed by Boyd Activity Center are the responsibility of the individual group and Boyd site will not be held accountable for any injury or damage to equipment |  |
| **Behaviour whilst on site**  Mental stress & potential violence | *Young people*  *Leaders*  *Visitors*  *Residents* | Ensure all Group members attending site maintain a suitable level of behaviour  Ensure camp risk assessments created by Groups / visitors utilising Boyd Campsite & Activity centre include behaviour and expectations of their Group  In the interested of other site users and neighbouring properties, noise should be reduced by all user of the site by 23:00 and not recommence until 07:00 |  |
| **Improper use of equipment trolleys**  Risk of impact / injury whilst using | *Young people*  *Leaders*  *Visitors* | Trolleys should only be used to carry equipment – not people.  Do not ride on the trolleys  Any issues / damage to trolleys should be reported to the site team |  |
| **Additional activities conducted by Groups whilst on site**  Sprains, strains, pulled muscles, bruises, cuts, abrasions, slips trips & falls & potential danger of death | *Leaders*  *Visitors* | Any additional activities conducted by Groups whilst on site need to be included in a risk assessment and be presented to site staff upon request to ensure safe activities and minimal impact to other users on site & in vicinity.  The safe management of these activities are the responsibility of the individual group and Boyd site will not be held accountable for any injury or damage to equipment |  |
| **Pets / Animals on site**  Potential contact with animal faeces which could cause illness or infection | *Leaders*  *Visitors* | No pets allowed on site |  |
| **Encroachment into No GO Areas (Wild Area vehicle Archery**  -Risk of impact / impalement by arrows during archery activity  -Risk of sprained / fractures due to hidden objects and animal burrows | *Young people*  *Leaders*  *Visitors* | The area behind Archery is roped off and suitably signposted.  Unless told otherwise by Site, this area is a PERMANENTLY NO GO AREA and should not be entered for any reason. |  |
| ***Review****:*  *28.10.20 - Original release*  *6.5.22 – Revised to clarify noise levels. Tree climbing added following incident reported in April 2022.*  *3.3.23 – Revised to include additional controls when fires are utilised following incident reported on 18.2.23*  *10.4.23 – Inclusion of riding of baggage trolleys*  *16.5.25 – Revised to include main gate access. Addition of No Go area behind archery. Definition of responsibility added to non-Boyd activities* | | | |