

Name of organisation:

Activity: General Site

Risk assessment prepared by: XXXXXXXXXXXX

Date: XX/XX/XXXX

Location: XXXXXXXXXXXX

What are the hazards?	Who might be harmed and how?	Control Measures	Severity	Likelihood of occurrence
General site safety	All – are there specific dangers – e.g. roads, car parks, lakes, trees	Set control measures		
Losing camper	Campers – abduction, walk off-site	- All campers to be shown boundaries at the start of the camp week - No camper to be allowed off-site without knowledge of Leader (supervision policy followed) - Regular head checks at the beginning of activities - Officers to regularly check on dorm members (e.g. lights out, Bible studies) - Any stranger to the camp to be challenged if seen on-site	High	Low
Medical emergency	All – especially individuals with health needs – injury/medical episode	- First aider to be present with camp at all time - All team members to know the location of the first aid box - Careful reading and consideration of medical forms at regular intervals - Safe keeping of medicines - First aid officer to ensure camper has inhalers/epi pens with them at all times and medical officer to monitor throughout activity (follow instructions given by parent) - Mobile phone on hand to phone ambulance if needed	Medium	Medium
Vehicles on site	All – campers run over	- Follow site safety rules - Maximum speed limit of 5mph - Vehicles will be parked in designated parking areas, and campers will be told not to go behind them - If reversing cars, the officer to stand behind the vehicle to watch for hazards - All keys are to be handed in to campers who have cars	High	Medium
Contagious illnesses	All – contraction of contagious illness	- To minimise risk, thorough and regular cleaning/washing of dishes, work surfaces, toilets, and door handles - Use of hand sanitisers - Emphasise the importance of hygiene - Leaders and medical officers informed of any symptoms - Campers to be isolated to minimise the risk of illness spreading	Medium	Low

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		• Campers sent home if symptoms persist • Contact the site manager if an outbreak occurs		
Night-time	All – especially campers	• Clear guidelines to be given to campers about nighttime (e.g. no running, staying within rooms/tents) • All campers to know the location of officers • All officers to know the location of the leaders' room and first aider	Low	Medium
Injury from equipment	All – bruises/cuts/concussion etc.	• Regular checks of equipment before using (e.g. sports, electrical) • All equipment PAT tested (two years) • Ensure that equipment is stored and used correctly	Medium	Low
Adverse weather	All – falls/slips/lightning/hitting	• Follow site safety rules • Check the weather forecast every day, and adapt the programme accordingly	Medium	Low

Conclusion - XXXX

Please note - It is impossible to prevent all accidents, and it is important that any accidents are properly reported and recorded. Any accident needs to be logged on an accident form. It is particularly important that if a camper or team member goes to hospital then the incident/accident must be reported within 24 hours, even if no treatment was necessary (we have a legal obligation to report these accidents to the Health and Safety Executive within a very strict timeframe.) Likewise, all 999 calls must be reported to the office within 24 hours.