



# Risk assessment form (H&S)

<b>Name of assessor(s)</b>	Carly Kew	<b>Group / Establishment:</b>	Great Wood / SSE Outdoors
<b>Date</b>	January 2023		

<b>What is the workplace / activity / equipment / conditions (delete as appropriate) being assessed</b>	<b>How was the assessment done?</b> e.g. desktop exercise, site visit, in consultation with employees, managers, safety representatives?	<b>Next review date:</b>
		January 2024
<b>Camp fire/One Match Challenge</b> - Takes place in the fire pit on site. To celebrate the end of the school's week and to reflect and share on their experiences. <b>OMC</b> – takes place in the fire pit as a single activity session, learning about the fire triangle	Site visit, in consultation & agreement with instructors and GWT	<b>Mobile reception / nearest landline</b>
		Mobile varied signal Main building at camp

Who could be harmed, and how?	What is already being done to control the risks?	*Risk Rating Severity x Likelihood			What further action is recommended to reduce risks further?	Action by whom?	Date action due	Date action done
		S	L	S x L				
<b>Instructors &amp; participants</b> Slips, trips & falls	<ul style="list-style-type: none"> <li>Safety briefing for all participants, and constant monitoring throughout the session</li> <li>Potential hazards, logs, branches, uneven or slippery ground etc</li> <li>Instructor trained and signed off competent to lead the session</li> <li>A safe area around the fire is marked where they do not enter unless invited</li> <li>Walking whilst near the fire, no running</li> <li>Correct footwear worn by all</li> </ul>	3	2	6				

Who could be harmed, and how?	What is already being done to control the risks?	*Risk Rating Severity x Likelihood			What further action is recommended to reduce risks further?	Action by whom?	Date action due	Date action done
		S	L	S x L				
<b>Instructors &amp; participants</b> Anyone in the area after the session, being burnt by fire/embers	<ul style="list-style-type: none"> <li>Safety briefing for all participants</li> <li>constant monitoring throughout the session</li> <li>Potential hazards pointed out during the session</li> <li>Additional staff used to help with group control</li> <li>A safe area around the fire either marked or briefed to the group</li> <li>Participants do not enter fire pit unless invited by an instructor</li> <li>Walking whilst near the fire</li> <li>The size of fire should be appropriate to the activity</li> <li>Fire extinguished fully after activity</li> <li>Water / fire extinguisher to be taken to cool / put out fire, for every session</li> </ul>	3	1	3				
<b>Instructors &amp; participants</b> Fire lighting instruments lost/stolen	<ul style="list-style-type: none"> <li>Lighters / strikers/ matches etc to be counted out/in</li> <li>Close supervision of the equipment</li> <li>Equipment kept with instructor</li> <li>Equipment to be placed inside between every session</li> </ul>	3	1	3				
<b>Instructors &amp; participants</b> Collecting elements off-site	<ul style="list-style-type: none"> <li>Crossing road/ various vehicles using forestry tracks - supervision always</li> <li>Slips, trips, falls, branches, logs</li> <li>Instructed on what to and what not to collect</li> <li>Small bundles</li> <li>Correct method for carrying large objects demonstrated</li> <li>Staying as a group</li> <li>Regular head counts by instructor/ school staff</li> <li>Accompanying staff to help monitor group</li> <li>Correct clothing and footwear worn by all</li> </ul>	4	1	4				

\* [Click here](#) for guidance in calculating Risk Rating. Rate the **severity** of the potential harm (between 1-5, where 5 is fatal) and the **likelihood** of the harm occurring (again 1-5 where 5 is very likely). Guidance is at [HS 004](#).

Please now pass this assessment to your manager for approval				
<b>Name of assessor's manager:</b>	Ack Moore	<b>Date:</b>	03.01.2023	<b>Manager's comments</b>
<b>Signature:</b>				