



Risk assessment form (H&S)

Name of assessor(s)	Karl Watson, Callum McMillan	Group / Establishment:	SSE Outdoors
Date	January 2023		

What is the workplace / activity / equipment / conditions (delete as appropriate) being assessed: High Ropes Course is a purpose-built activity base and is inspected annually by an ERCA approved inspector. Staff training is carried out by senior staff/managers with appropriate NGB qualification and experience under supervision / instruction of the technical advisor (MIC).	How was the assessment done? e.g. desktop exercise, site visit, in consultation with employees, managers, safety representatives? On-site assessment by Senior Instructor (RCI) and Lead Instructor (ERCA Instructor) & technical advisor, Pete goldsmith (MIC)	Next review date: Jan 2024
		Mobile reception / nearest landline ODC and House main office

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				
All participants – being hit by falling objects	<ul style="list-style-type: none"> Helmets to be worn by all throughout the session. Safety brief given to all at the start of the session Continuous monitoring of whole group during the entire session Participants reminded to remove unwanted layers, tie shoes correctly, remove objects from pockets. 	2	1	2				
All participants – leaving the ground without being attached to rope or being incorrectly attached to the rope	<ul style="list-style-type: none"> Instructor in control of session always Group encouraged to check the system. Instructor to check each participant before they begin to climb A calm approach, manor and control throughout the session Safety brief for all participants 	5	1	5				

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				
All participants – falls due to safety equipment failure	<ul style="list-style-type: none"> Only centre owned equipment to be used Manufacturers guidelines to be followed regarding use, storage and replacing Kit and facility inspections completed as per SSE Outdoors equipment management procedure Instructors to check for damage, wear & tear during setting up and sessions Damaged / worn equipment to be placed into the de-com bin and corresponding defect form filled out Harness, helmet & carabiners to be visually checked by instructor before each climb commences Check systems in place to encourage multiple checks of all PPE. Instructor to check belay system & participants prior to climber leaving the ground Ladder appropriately attached to pole and checked before each climber. 	5	1	5				
All participants – falls due to operator error	<ul style="list-style-type: none"> Approved systems of belaying to be used as recommended by the NGB & centre training procedures Instructor must be in control of lowering participants; this can include the instructor tailing the rope and allowing participants to operate the belay device. Or instructor to operate belay device. If GRIGRI+ device needs to have the panic function overridden due to participant not being heavy enough, then only the instructor to complete the lower in line with manufacturers guidelines Check systems in place to encourage multiple checks of all PPE. 	5	1	5				

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				
All participants – slips, trips & falls on the ground	<ul style="list-style-type: none"> Safety brief given to all participants Walking expected at all times Group to be closely monitored when moving around activity base Ground checked before start of each session 	1	2	2				
All participants – clothing or hair entrapment	<ul style="list-style-type: none"> COP guidance to be used regarding clothing and long hair Regular staff training to refresh rescue techniques Participants asked to tie up long hair and secure clothing 	3	1	3				
All Participants – Psychological scaring	<ul style="list-style-type: none"> We use a challenge by choice model Every participant may change their mind about having ago, as long as if it is safe to do so Instructor training regarding soft skills, communication, and facilitation Clear instructions and demonstrations by the instructor where needed Start off with small targets and increase to suit individual's progressions Celebrate all success and achievements 	4	2	8				
All participants – participant getting stuck/ refusing to move	<ul style="list-style-type: none"> Encourage participant down if possible If further assistance is needed, then send up the accompanying adult or a sensible friend. If further assistance is still required, then utilising other methods can be used in line with NGB & centre training procedures 	3	2	6				
All participants – misuse, damage to equipment	<ul style="list-style-type: none"> Equipment checks, before during and after each session Activity to be run in accordance with COP's Equipment stored correctly and in line with manufacturers guidelines 	5	1	5				

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				
	<ul style="list-style-type: none"> Reporting of faulty or worn equipment Kit and facility inspections completed as per SSE Outdoors equipment management procedure Instructors to check for damage, wear & tear during setting up and sessions 							
All participants – poor behaviour	<ul style="list-style-type: none"> Instructor training and regular updates Safety brief and expectations given to all participants Early intervention Reinforcement of ground rules and expectations throughout the session Abandonment of session should instructor deem it unsafe due to poor behaviour Utilise accompanying adults to maintain good group control 	4	2	8				
All participants – poor weather, high winds, electric storms	<ul style="list-style-type: none"> Weather forecast to be checked at the start of the day and throughout if bad weather forecast Activity ceased should lightening be within 2 miles Alternative activity substituted should weather be too bad in the morning – discussed at AM briefing where necessary 	2	4	8				

* [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

Name of assessor's manager:	Ack Moore	Date:	21/2/23	Manager's comments	
Signature:					