



Risk assessment form (H&S)

Name of assessor(s)	Carly Kew	Group / Establishment:	Great Wood / SSE Outdoors
Date	January 2024		

What is the workplace / activity / equipment / conditions (delete as appropriate) being assessed	How was the assessment done? e.g. desktop exercise, site visit, in consultation with employees, managers, safety representatives?	Next review date:
		January 2025
Quantock Walks – Tracking & trailing – identification of trees, leaves, animal prints and fungi. Various walks in and around the Great Wood Forest and surrounding areas, sometimes including shelter building.	Site visits and routes undertaken by centre manager and in consultation and agreement with instructors & FE	Mobile reception / nearest landline
		Poor-varied Great Wood 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				
Instructors & participants Slips, trips & falls	<ul style="list-style-type: none"> Suitable footwear to be worn Participants briefed about safe movement across varied terrains Constant monitoring of participants, regular stops Regular head counts Visiting staff to support instructor throughout session 	1	3	3				
Instructors & participants Immersion in cold water	<ul style="list-style-type: none"> Safety brief for all participants Safe areas to be clearly communicated to participants Weather forecast to be checked Constant monitoring from instructor and visiting staff members 	2	1	2				

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Instructors & participants Road traffic incident/ forestry traffic	<ul style="list-style-type: none"> Safety brief given to all participants When using forestry roads, instruct group to walk in pairs Stop and move to side of road, if safe to do so, to let traffic pass Ensure adults at front and rear of the entire group and that they are wearing high vis clothing 	5	1	5				
Instructors & participants Dehydration	<ul style="list-style-type: none"> Fluid to be carried by everyone Extra snacks and fluids to be carried by instructors, especially for medical conditions Medications to be carried by instructor or visiting staff More sheltered routes can be taken to avoid heat 	3	1	3				
Instructors & participants Damage to farmland, FE land and the environment	<ul style="list-style-type: none"> To remain on footpaths always Gates to be left as found FE role explained Country code to be explained to all participants Not to disturb wildlife / farm animals 	1	1	1				
Instructors & Participants Contact with wild or domestic animals	<ul style="list-style-type: none"> Maintain observation of the group Be aware of livestock in fields and make appropriate diversions Brief participants on quiet passage past livestock Briefed on contact with domestic animals, not to approach and to remain calm 	4	1	4				
Instructor & participants Getting lost/going with an unknown person, missing participant	<ul style="list-style-type: none"> Safety brief given to participants Maintain good group control Regular head counts Brief participants of boundaries continuously throughout session Leave a route card with all required info in the main building/Kilve court Follow emergency procedures if a participant 	4	1	4				

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	<ul style="list-style-type: none"> goes missing Brief participants to stay still if they get lost and to reply to call outs for their name 							
Instructors & participants Contamination	<ul style="list-style-type: none"> Participants briefed on not picking up faecal matter or touching fungi Participants to wash hands on return to camp Monitoring of participants that may have ingested sea/river water Constant monitoring of participants throughout session by all staff 	3	1	3				
Instructors & participants Environmental factors	<ul style="list-style-type: none"> Safety brief given to all participants Sensible route choice suitable for weather and group members ability Routes known to shorten walks in bad weather conditions / incidents Weather forecast to be checked Be aware of overhead branches, old trees in windy conditions FE alert emails to be adhered to 	3	1	3				

Please now pass this assessment to your manager for approval

Name of assessor's manager:	Ack Moore	Date:		Manager's comments	
Signature:					

* [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](#).