



# Risk assessment form (H&S)

<b>Name of assessor(s)</b>	Karl Watson, Callum McMillan	<b>Group / Establishment:</b>	SSE Outdoors
<b>Date</b>	January 2024		

<b>What is the workplace / activity / equipment / conditions (delete as appropriate) being assessed:</b>  The Climbing is in a gravelled area enclosed by fencing and a gate. The wall is purpose built and can accommodate two groups at any one time. Equipment for climbing is stored inside the structure.	<b>How was the assessment done?</b> e.g. desktop exercise, site visit, in consultation with employees, managers, safety representatives?  On-site assessment by Activities manager (CWI) & Technical Advisor, Pete Goldsmith (MIC)	<b>Next review date:</b>
		January 2025
		<b>Mobile reception / nearest landline</b>
		Good / main office / ODC

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>All participants –</b> Clothing/ hair entrapment & jewellery.	<ul style="list-style-type: none"> <li>COP guidance regarding clothing to be followed.</li> <li>Hair to be tied back and/or tucked out of the way throughout session.</li> <li>Any jewellery to be removed at start of session.</li> </ul>	2	2	4				
<b>All participants –</b> Slips, trips, falls & minor injuries	<ul style="list-style-type: none"> <li>Walking always expected.</li> <li>Group to be always kept under control.</li> <li>Briefed to take care moving on uneven ground.</li> <li>All staff to have first aid kit on session.</li> </ul>	2	2	4				
<b>All participants –</b> Extreme weather.	<ul style="list-style-type: none"> <li>Check weather prior to start of session/day</li> <li>Cease activity if lightening is within 2 miles (1 mile per second from thunder to lightening)</li> <li>Alternative activity identified if winds are high</li> </ul>	2	3	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				
<b>All participants</b> – Hit by falling object.	<ul style="list-style-type: none"> <li>Safety brief for all participants at start of session.</li> <li>Helmets to be worn throughout the session.</li> <li>Clothing to be securely fitted and checked throughout session.</li> <li>Pockets emptied or closed securely.</li> </ul>	3	1	3				
<b>All participants</b> – Poor group management/behaviour.	<ul style="list-style-type: none"> <li>Instructor to always maintain group control.</li> <li>Group encouraged to monitor and check each other before climbing.</li> <li>Instructor to check each participant before climbing.</li> <li>Instructor training and competent at leading groups.</li> <li>Session ceased if instructor deems it unsafe to continue.</li> <li>School staff to assist with group management.</li> </ul>	5	1	5				
<b>All participants</b> – Safety equipment failure/ damage.	<ul style="list-style-type: none"> <li>Only centre approved equipment to be used.</li> <li>Manufacturers guidelines for replacement, storage of equipment to be followed.</li> <li>Equipment checks to be carried out in line with equipment management procedure.</li> <li>Instructor to check equipment for signs of wear and damage each session.</li> <li>Report any damaged equipment, and place in the 'de-com bin' in core stores with corresponding defect form filled out.</li> <li>Assessed instructor to oversee the tower operation and any of its associated safety equipment.</li> <li>Helmets and Harnesses to be checked by instructor before each turn.</li> <li>Check, check systems to encourage multiple responsibility for safety checks and eliminate instructor error.</li> <li>Regular equipment inspections to be carried out</li> </ul>	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				
	and recorded. • Working as trained in accordance with COP's							
<b>All participants – Falls/ Entrapment due to instructor error.</b>	<ul style="list-style-type: none"> <li>• Full safety brief given to participants demonstrating the correct positioning and stance for all roles.</li> <li>• Approved systems of belaying to be used in line with NGB &amp; centres procedures.</li> <li>• 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 operates the belay device.</li> <li>• (wheelchair specific) additional rope added for descent to support participant away from the wall to avoid entrapment.</li> <li>• Continuous observation of all participants</li> <li>• Staff regularly refreshed on rescues methods for any entrapments.</li> </ul>	4	1	4				
<b>All participants – psychological scarring</b>	<ul style="list-style-type: none"> <li>• Challenge by choice model for all.</li> <li>• Every participant may change their mind about having a go</li> <li>• Instructor training regarding soft skills, different methods of communication and facilitation.</li> <li>• Clear and age-appropriate demonstrations form the instructor to the group where needed.</li> <li>• Set small targets, with an increased target if growth in confidence is observed.</li> <li>• Celebrate all success.</li> </ul>	3	2	6				

\* [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](#).

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