



Risk assessment form (H&S)

Name of assessor(s)	Karl Watson/ Callum McMillan	Group / Establishment:	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
Shelter building can be part of an offsite walk, a Bushcraft session or as a standalone activity. Locations for shelter building include sites on the Quantocks or at our Bushcraft woodland near Pardlestone Lane.	Site visit- Activities manger and Lead Instructors	Mobile reception / nearest landline
		Outdoor Centre

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 – Clothing/ hair entrapment & jewellery.	<ul style="list-style-type: none"> COP guidance regarding clothing to be followed. Hair to be tied back and/or tucked out of the way throughout session. Any jewellery to be removed at start of session. Appropriate footwear to be worn (ankle Supported) 	2	2	4				
All participants – Slips, trips, falls & minor injuries	<ul style="list-style-type: none"> Walking always expected. Group to be always kept under control. Briefed to take care moving on uneven ground. All staff to have first aid kit on session. 	2	2	4				
All participants – Extreme weather.	<ul style="list-style-type: none"> Check weather prior to start of session/day Cease activity if lightening is within 2 miles (1 mile per second from thunder to lightening) Alternative activity identified if winds are high 	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				
All participants – • Falling branches. • Collapsing shelters	<ul style="list-style-type: none"> No one should be inside of the shelter whilst being constructed Staff to assist if needed Dynamic risk assessment of area being used checking fall any loose branches on trees. Continuous monitoring of all participants All shelters to be checked by instructor before going in. 	2	2	4				
All participants – windy / extreme weather	<ul style="list-style-type: none"> Weather forecast to be checked prior to start of session Session ceased if needed, check with management 	2	2	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				
Name of assessor's manager:	Ack Moore	Date:		Manager's comments
Signature:				