



# Risk assessment form (H&S)

<b>Name of assessor(s)</b>	Carly Kew	<b>Group / Establishment:</b>	Great Wood
<b>Date</b>	January 2025		SSE Outdoors

<b>What is the workplace / activity / equipment / conditions being assessed: Great Wood</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 2026
<b>Beach visit</b> -The beach & coastline is constantly changing. It is a rocky beach consisting of limestone shelving and is part of the Jurassic coast. Cliffs can be very unstable. It has one of the highest tide rises and falls in the world. It is used for geology & marine studies.	Site visit, in consultation & agreement with instructors	<b>Is the assessment 'generic' or specific to the situation?</b> S


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	Residual Risk Rating Severity x Likelihood		
		S	L	S x L					S	L	S x L
<b>Instructors &amp; participants</b> Slips trips, falls & injury from a dropped rock	<ul style="list-style-type: none"> <li>Suitable footwear to be worn</li> <li>All briefed about safe movement across the rocks</li> <li>Continuous monitoring of participants</li> <li>Participants briefed about areas to remain in</li> <li>Early intervention and reminding of safety rules</li> <li>Visiting staff briefed to support instructor</li> </ul>	2	2	4							

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<b>Instructors &amp; participants</b> Immersion in cold water	<ul style="list-style-type: none"> <li>Safe areas to be clearly communicated to participants</li> <li>5m zone away from edge of seas to be always maintained</li> <li>No swimming permitted</li> <li>Paddling in river only in suitable conditions</li> <li>Weather forecast to be checked</li> <li>Encouragement / guidance for participants always</li> <li>Correct clothing &amp; footwear worn by all - clothing for weather conditions / time of year</li> </ul>	4	1	4							
<b>Instructors &amp; participants</b> Road traffic incident	<ul style="list-style-type: none"> <li>Walk no more than 2 abreast</li> <li>Stop to allow passing traffic to get by</li> <li>Ensure adult at front &amp; rear have high visibility clothing</li> <li>During peak tourist times use alternative route across fields if needed</li> </ul>	5	1	5							
<b>Young &amp; vulnerable participants</b> Getting lost, going with an unknown adult, missing participant	<ul style="list-style-type: none"> <li>Maintain close control</li> <li>Ensure teacher / accompanying adult is supportive of instructor, brief and communicate expectations, clearly with them</li> <li>Regular head counts of all participants</li> <li>Brief children to stay in threes as a minimum</li> </ul>	3	1	3							

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	<ul style="list-style-type: none"> <li>Brief participants about boundaries and move / monitor these if necessary</li> <li>Refer to emergency plan if child goes missing</li> </ul>										
<b>Instructors &amp; participants</b> Cliff collapse/falls from cliff	<ul style="list-style-type: none"> <li>Safety areas clearly communicated to all.</li> <li>Nobody to be under cliffs walking, exploring.</li> <li>Clear from edge, follow path, 5m minimum distance away</li> <li>Visiting staff to help supervise and enforce safety zones</li> </ul>	4	1	4							
<b>Instructors &amp; participants</b> Contamination	<ul style="list-style-type: none"> <li>All participants to discuss the importance of not picking up fecal matter</li> <li>All to wash hands at the end of session, this can be done at the beach/return to centre</li> <li>Monitoring of participants who may have ingested sea / river water</li> <li>Continuous monitoring throughout the session</li> </ul>	3	1	3							

\* Please refer to the risk rating matrix below. Further guidance on how to calculate a risk rating from the matrix is on the [Risk Assessment policy HS 004](#).

**Please now pass this assessment to your manager for approval**

<b>Name of assessor's manager:</b>	Ack Moore	<b>Date:</b>	27/01/25	<b>Manager's comments</b>
<b>Signature:</b>				

**Risk Matrix**

Risk Rating				Consequence (Impact/Severity of Injury)				
Very High (VH) 16-25	High (H) 10-12	Medium (M) 5-9	Low (L) 1-4	1. Insignificant	2. Minor	3. Moderate	4. Major	5. Catastrophic
Likelihood Descriptor		Consequence Descriptor		• Near Miss. • No treatment required.	• First-Aid treatment (e.g. minor cuts, bruises, bumps)	• Medical treatment • Lost time of >3 working days.	• Serious injury/ medical treatment. • Hospitalisation. • Lost time (RIDDOR)	• Loss of life. • Permanent disability.
<b>Likelihood (Probability/Chance)</b>	Very likely. Event is expected to occur in most circumstances: More than 95% chance of occurring.	5.	<b>Almost Certain</b>	M-5	H-10	VH-15	VH-20	VH-25
	There is a strong possibility the event will occur. Between 65% - 95% chance of occurring.	4.	<b>Likely</b>	L-4	M-8	H-12	VH-16	VH-20
	The event has occurred before or could again. Between 35% - 65% chance of occurring.	3.	<b>Possible</b>	L-3	M-6	M-9	H-12	VH-15
	The event is not expected to occur but could under specific circumstances. Between 5% - 35% chance of occurring.	2.	<b>Unlikely</b>	L-2	L-4	M-6	M-8	H-10
	The event has not occurred before, but it may occur in exceptional circumstances. < 5% chance of occurring.	1.	<b>Rare</b>	L-1	L-2	L-3	L-4	M-5