



Risk assessment form (H&S)

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


What is the workplace / activity / equipment / conditions being assessed: Great Wood	How was the assessment done? e.g. desktop exercise, site visit, in consultation with employees, managers, safety representatives?	Next review date: January 2026
Camp fire/One Match Challenge - Takes place in the fire pit on site. To celebrate the end of the school's week and to reflect and share on their experiences. OMC – takes place in the fire pit as a single activity session, learning about the fire triangle	Site visit, in consultation & agreement with instructors, GWT & FE	Is the assessment 'generic' or specific to the situation? 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
Instructors & participants Slips, trips & falls	<ul style="list-style-type: none"> Safety briefing for all participants, and constant monitoring throughout the session Potential hazards, logs, branches, uneven or slippery ground etc. Instructor trained and signed off competent to lead the session A safe area around the fire is marked where they do not enter unless invited Walking whilst near the fire, no running Correct footwear & clothing worn by all 	3	2	6							

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		S	L	S x L					S	L	S x L
Instructors & participants Anyone in the area after the session, being burnt by fire/embers	<ul style="list-style-type: none"> Safety briefing for all participants constant monitoring throughout the session Potential hazards pointed out during the session Additional staff used to help with group control A safe area around the fire either marked or briefed to the group Participants do not enter fire pit unless invited by an instructor Walking whilst near the fire The size of fire should be appropriate to the activity Fire extinguished fully after activity Water / fire extinguisher to be taken to cool / put out fire, for every session 	3	1	3							
Instructors & participants Fire lighting instruments lost/stolen	<ul style="list-style-type: none"> Lighters / strikers/ matches etc. to be counted out/in Close supervision of the equipment Equipment kept with instructor Equipment to be placed inside Between every session 	3	1	3							
Instructors & participants Collecting elements off-site	<ul style="list-style-type: none"> Crossing road/ various vehicles using forestry tracks -supervision always Slips, trips, falls, branches, logs Instructed on what to and what not to collect Small bundles 	4	1	4							

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		S	L	S x L					S	L	S x L
	<ul style="list-style-type: none"> • Correct method for carrying large objects demonstrated • Staying as a group • Regular head counts by instructor/ school staff • Accompanying staff to help monitor group • Correct clothing and footwear worn by all 										

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

Risk Matrix

Risk Rating				Consequence (Impact/Severity of Injury)											
Very High (VH) 15-25		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		<ul style="list-style-type: none"> Near Miss. No treatment required. 		<ul style="list-style-type: none"> First-Aid treatment (e.g. minor cuts, bruises, bumps) 		<ul style="list-style-type: none"> Medical treatment Lost time of >3 working days. 		<ul style="list-style-type: none"> Serious injury/medical treatment. Hospitalisation. Lost time (RIDDOR) 		<ul style="list-style-type: none"> Loss of life. Permanent disability. 	
Likelihood (Probability/Chance)	Very likely. Event is expected to occur in most circumstances: More than 95% chance of occurring.			5.	Almost Certain	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.	Likely	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.	Possible	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.	Unlikely	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.	Rare	L-1	L-2	L-3	L-4	M-5					