



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 (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 2026
Swimming- This activity is intended to be for fun, as a single session as part of the program. Confidence & learning are encouraged through games and races. Qualified staff lifeguard the session and a teacher / group leader must always be present.	Site visit-in consultation & agreement with instructors & GWT	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 around the pool	<ul style="list-style-type: none"> Safety brief given to all participants Walking always around the pool area Suitable footwear to be worn to & from the pool Continuous monitoring of participants Visiting staff to assist instructor 	2	2	4							
Instructors & participants Drowning	<ul style="list-style-type: none"> Safe areas out of the water to be communicated to all 	5	1	5							

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		S	L	S x L					S	L	S x L
	<ul style="list-style-type: none"> Suitable clothing to be worn, no shoes, long trousers Floatation aids to be used if needed Monitoring of participants-temperatures etc Assistance given to those with less confidence/ability (school/visiting staff) No participants allowed into pool or gated area unless a qualified lifeguard is present Rescue equipment easily accessible 										
Instructors & participants Chemical ingestion / burns	<ul style="list-style-type: none"> Chemicals are checked prior to start of every session Weekly checks are made by GWT/GW instructors Weekly checks are made by an external company Follow procedures if levels are incorrect – too high/low If levels are incorrect pool session would be postponed, until safe to enter the water 	5	1	5							

* 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) 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.
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