



Risk assessment form (H&S)

Name of assessor(s)	Callum Mcmillan	Group / Establishment:	SSE Outdoors
Date	January 2025		

What is the workplace / activity:	How was the assessment done? e.g. desktop exercise, site visit, in consultation with employees, managers, safety representatives?	Next review date:
		Is the assessment 'generic' or specific to the situation?

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
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. 	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. 	2	2	4							

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		S	L	S x L					S	L	S x L
	<ul style="list-style-type: none"> All staff to have first aid kit on session. 										
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	1	2							
All participants – Hit by falling object.	<ul style="list-style-type: none"> Safety brief for all participants at start of session. Helmets to be worn throughout the session. Clothing to be securely fitted and checked throughout session. Pockets emptied or closed securely. 	3	1	3							
All participants – Poor group management/behaviour.	<ul style="list-style-type: none"> Instructor to always maintain group control. Group encouraged to monitor and check each other before climbing. Instructor to check each participant before climbing. Instructor training and competent at leading groups. Session ceased if instructor deems it unsafe to continue. School staff to assist with group management. 	5	1	5							

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All participants – Safety equipment failure/ damage.	<ul style="list-style-type: none"> Only centre approved equipment to be used. Manufacturers guidelines for replacement, storage of equipment to be followed. Equipment checks to be carried out in line with equipment management procedure. Instructor to check equipment for signs of wear and damage each session. Report any damaged equipment, and place in the 'de-com bin' in core stores with corresponding defect form filled out. Assessed instructor to oversee the tower operation and any of its associated safety equipment. Helmets and Harnesses to be checked by instructor before each turn. Check, check systems to encourage multiple responsibility for safety checks and eliminate instructor error. Regular equipment inspections to be carried out and recorded. Working as trained in accordance with COP's 	5	1	5							
All participants – Falls/ Entrapment due to instructor error.	<ul style="list-style-type: none"> Full safety brief given to participants demonstrating the correct positioning and stance for all roles. Approved systems of belaying to be used in line with NGB & centres procedures. Instructor must be in control of lowering participants; this can include the instructor tailing the rope and 	4	1	4							

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	<p>allowing participants to operate the belay device, or instructor operates the belay device.</p> <ul style="list-style-type: none"> • (wheelchair specific) additional rope added for descent to support participant away from the wall to avoid entrapment. • Continuous observation of all participants • Staff regularly refreshed on rescues methods for any entrapments. 										
All participants – psychological scarring	<ul style="list-style-type: none"> • Challenge by choice model for all. • Every participant may change their mind about having a go • Instructor training regarding soft skills, different methods of communication and facilitation. • Clear and age-appropriate demonstrations from the instructor to the group where needed. • Set small targets, with an increased target if growth in confidence is observed. • Celebrate all success. 	3	2	6							

* 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:	Karl Watson	Date:	17/02/2025	Manager's comments
Signature:	K Watson			

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