



Risk assessment form (H&S)

Name of assessor(s)	Callum Mcmillan	Group / Establishment:	SSE Outdoors
Date	17/02/2025		

What is the workplace / activity: Core activities – Including: Team building, Wide games, Rockets, Maze, Team games, Pond dipping, Circus skills, Compass course, Cluedo, Environmental art, Jumblies and Super teams. Core activities either have fixed permanent locations or areas chosen by the instructor with consideration to the group, weather conditions and time of day.	How was the assessment done? On-site assessment	Next review date: January 2026
		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							

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All participants – Slips, trips, falls.	<ul style="list-style-type: none"> Walking always expected. Group to be always kept under control. Instructor to adopt a position of greatest use, if in high-risk areas. Utilise supporting staff to assist with group control. Participants to be wearing appropriate footwear. Demonstrate any trip hazard related games All staff to have first aid kit on session. 	2	2	4							
All participants – Minor Injuries.	<ul style="list-style-type: none"> Instructor to have first aid kit Safety areas set out at start of sessions to avoid injuries, falls, impact. Monitoring throughout session by instructor. 	1	1	1							
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	2	4							
All participants – getting lost	<ul style="list-style-type: none"> Clear HQ with regular time intervals for regrouping. Regular head counts. Where participants are being remotely supervised, groups must stay in teams 	4	1	4							

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	<p>of at least 3 and briefed to stay together.</p> <ul style="list-style-type: none"> • Torches if needed. • Hi vis jackets to be worn if needed. • Clear boundaries marked or explained to all involved. • Clear signal communicated to the cease the session. 										
All participants – Entrapment, Crushing	<ul style="list-style-type: none"> • Clear brief about where to stand. • No participants on the edge of the equipment • Instructor to stand where they can monitor group. 	3	1	3							
All Participants – Poor behavior	<ul style="list-style-type: none"> • Clear safety brief at beginning of session with expectations made clear to participants. • Constant monitoring throughout session. • Brief group staff on their role in supporting with managing behavior. • Reiteration of rules from safety briefing • Early intervention by instructor in any poor behavior. • Abandonment of session should instructor deem it unsafe to continue due to poor behavior. 	3	2	6							
All Participants – Manual handling	<ul style="list-style-type: none"> • Instructor to brief and demonstrate lifting in accordance with manual handling technique. 										

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	<ul style="list-style-type: none"> Constant monitoring and reminding of group by Instructor. Teamwork encouraged from participants when lifting. Including minimum numbers for lifting during certain team build elements 	3	2	6							
All participants – contamination / poison	<ul style="list-style-type: none"> All participants briefed about the importance of not picking up faeces All participants briefed at the end of every session to go and wash their hands, thoroughly Close monitoring of anyone who has ingested stream/pond water Continuous monitoring and conversation throughout the session Brief participants about Yew in maze and not to consume. 	4	1	4							
All participants - immersion in cold water (where applicable)	<ul style="list-style-type: none"> Safe areas to be clearly briefed to the group If using the pond, participants briefed to sit down when using a pond dipping net If using the stream for pond dipping, instructor to define boundaries including staying out of any deeper areas Continuous encouragement and guidance throughout the session 	2	1	2							

* 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	
								• 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 Descriptor		Consequence Descriptor							
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			