



# Risk assessment form (H&S)

<b>Name of assessor(s)</b>	Callum McMillan	<b>Group / Establishment:</b>	SSE Outdoors
<b>Date</b>	January 2025		

<b>What is the workplace / activity:</b>	<b>How was the assessment done?</b>	<b>Next review date:</b>
High Ropes Course is a purpose-built activity base and is inspected annually by an ERCA approved inspector. Staff training is carried out by senior staff/managers with appropriate NGB qualification and experience under supervision / instruction of the technical advisor (MIC).	On-site assessment by Senior Instructor (RCI) and Lead Instructor (ERCA Instructor) & technical advisor, Pete Goldsmith (MIC)	Jan 2026
		<b>Is the assessment 'generic' or specific to the situation?</b>

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>All participants –</b> Clothing/ hair entrapment & jewellery.	<ul style="list-style-type: none"> <li>COP guidance regarding clothing to be followed.</li> <li>Releasable abseil knot to be used.</li> <li>Hair to be tied back and/or tucked out of the way throughout session.</li> <li>Any jewellery to be removed at start of session.</li> </ul>	2	2	4							

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<b>All participants –</b> Slips, trips, falls & minor injuries	<ul style="list-style-type: none"> <li>Walking always expected.</li> <li>Group to be always kept under control.</li> <li>Briefed to take care moving around area.</li> <li>All staff to have first aid kit on session.</li> </ul>	2	2	4							
<b>All participants –</b> Extreme weather.	<ul style="list-style-type: none"> <li>Check weather prior to start of session/day</li> <li>Cease activity if lightening is within 2 miles (1 mile per second from thunder to lightening)</li> <li>Alternative activity identified if winds are high</li> </ul>	2	1	2							
<b>All participants –</b> being hit by falling objects	<ul style="list-style-type: none"> <li>Helmets to be worn by all throughout the session.</li> <li>Safety brief given to all at the start of the session</li> <li>Continuous monitoring of whole group during the entire session</li> </ul> <p>Participants reminded to remove unwanted layers, tie shoes correctly, remove objects from pockets.</p>	2	1	2							

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<b>All participants –</b> Safety equipment failure/ damage.	<ul style="list-style-type: none"> <li>Only centre owned equipment to be used.</li> <li>Manufacturers guidelines for replacement, storage of equipment to be followed.</li> <li>Equipment checks to be carried out in line with equipment management procedure.</li> <li>Instructor to check equipment for signs of wear and damage each session.</li> <li>Report any damaged equipment, and place in the 'de-com bin' in core stores with corresponding defect form filled out.</li> <li>Assessed instructor to oversee the High ropes operation and any of its associated safety equipment.</li> <li>Helmets and Harnesses to be checked by instructor before each turn.</li> <li>Check, check systems to encourage multiple responsibility for safety checks and eliminate instructor error.</li> <li>Regular equipment inspections to be carried out and recorded</li> <li>Working as trained in accordance with COP's</li> <li>Ladder appropriately attached to pole and checked before each climber.</li> </ul>	5	1	5							
<b>All participants –</b> Falls/ entrapment due to instructor error.	<ul style="list-style-type: none"> <li>Approved systems of belaying to be used as recommended by the NGB &amp; centre training procedures.</li> </ul>	5	1	5							

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		S	L	S x L					S	L	S x L
	<ul style="list-style-type: none"> <li>• Instructor must be in control of lowering. participants; this can include the instructor tailing the rope and allowing participants to operate the belay device. Or instructor to operate belay device.</li> <li>• Check systems in place to encourage multiple checks of all PPE.</li> <li>• Check all metal work before lowering.</li> <li>• Staff regularly refreshed on rescues methods for any entrapments.</li> </ul>										
<b>All Participants –</b> Psychological scaring	<ul style="list-style-type: none"> <li>• Challenge by choice model</li> <li>• Every participant can change their mind about having ago.</li> <li>• Instructor training regarding soft skills, communication, and facilitation</li> <li>• Clear instructions and demonstrations by the instructor where needed.</li> <li>• Start off with small targets and increase to suit individual’s progressions.</li> </ul>	4	2	8							

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		S	L	S x L					S	L	S x L
	<ul style="list-style-type: none"> <li>Celebrate all success and achievements</li> </ul>										
<b>All participants –</b> participant getting stuck/ refusing to move	<ul style="list-style-type: none"> <li>Encourage participant down if possible</li> <li>If further assistance is needed, then send up the accompanying adult or a sensible friend.</li> <li>If further assistance is still required, then utilizing other methods can be used in line with NGB &amp; centre training procedures</li> </ul>	3	2	6							
<b>All participants –</b> poor behavior	<ul style="list-style-type: none"> <li>Instructor training and regular updates.</li> <li>Safety brief and expectations given to all participants.</li> <li>Early intervention.</li> <li>Reinforcement of ground rules and expectations throughout the session.</li> <li>Abandonment of session should instructor deem it</li> </ul>	4	2	8							

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	unsafe due to poor behaviour . • Utilise accompanying adults to maintain good group control.										

\* 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](#).

<b>Please now pass this assessment to your manager for approval</b>				
<b>Name of assessor's manager:</b>	Karl Watson	<b>Date:</b>	17/02/2025	<b>Manager's comments</b>
<b>Signature:</b>	K Watson			