



# Risk assessment form (H&S)

<b>Name of assessor(s)</b>	Lawrence Wilson	<b>Group / Establishment:</b>	SSE
<b>Date Review Date</b>	December 2024 Annually		Outdoors Charterhouse Centre

<b>Venue Description</b>	<b>How was the assessment done?</b>	<b>Mobile Phone Signal</b>
		Poor in nature reserve and around the centre
<b>Bushcraft</b> activities generally take place either in the Nature Reserve or around the Centre. Activities in this RA include wood collecting, shelter building and basic fire lighting type activities. Blackmoor Nature Reserve car park ST 50537 55668	Completed by the Senior Instructor in consultation with other staff and site visits	<b>Nearest Landline</b>
		Charterhouse

Person Affected	Hazard(s) Identified	Existing Controls?	Risk Rating * Severity x Likelihood			What further action is recommended?	Action by whom?	Date action due	Date action done
			S	L	S x L				
Participants and visiting staff Instructor	Slips, trips and falls	Safety/Activity briefing for all participants, and constant monitoring throughout the session Potential hazards pointed out, branches, logs, uneven or slippery ground etc Instructor trained to lead the session Walking expected at all times	2	2	4				

Person Affected	Hazard(s) Identified	Existing Controls?	Risk Rating * Severity x Likelihood			What further action is recommended?	Action by whom?	Date action due	Date action done
			S	L	S x L				
Participants and visiting staff Instructor	Collecting sticks, branches and logs  (Catching other members of the group with the ends of the sticks. Scratches & poked eyes)	Activity run in accordance with standard operating procedures (SOPs) and activity notes  Safety/Activity briefing for all participants <ul style="list-style-type: none"> <li>• Defined area set out</li> <li>• Potential hazards pointed out</li> <li>• Lengths and types of sticks to be collected</li> <li>• How to safely carry the wood</li> <li>• Walking whilst collecting wood</li> </ul> Constant monitoring of participants and their behaviour  Instructor trained to lead the session	2	2	4				
Participants and visiting staff Instructor	Building shelters  (Branches falling on participants)	Activity run in accordance with standard operating procedures (SOPs) and activity notes  Safety/Activity briefing for all participants <ul style="list-style-type: none"> <li>• No one must be inside of the shelter when placing wood</li> <li>• Staff to assist if needed</li> </ul> Constant monitoring of participants and their behaviour  Instructor trained to lead the session	2	2	4				

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			S	L	S x L				
Participants and visiting staff Instructor	Walking into eye level branches / branches flicking	Safety/Activity briefing for all participants, and constant monitoring throughout the session  Area to be checked prior to activity for any low level braches. Remove If possible or identify/ brief on hazards found.	3	1	3				
Participants and visiting staff Instructor	Bitten by a snake	Safety/Activity briefing for all participants, and constant monitoring throughout the session  Children briefed on habitat of the area. Don't touch or try to pick up	4	1	4				
Participants and visiting staff Instructor	Biohazards, mud	Safety/Activity briefing for all participants, and constant monitoring throughout the session  Instructor vigilance  Group to wash hands on return to the centre	2	2	4				
Participants and visiting staff	Becoming separated from group/ lost	Safety/Activity briefing for all participants, and constant monitoring throughout the session  Instructor vigilance  Clear boundaries set. Do not go through gates/ over walls.  Head counts at appropriate times including the start and finish of session  Fences, hedges and walls around outer areas should contain group even if they strayed from the area set.	2	1	2				

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			S	L	S x L				
Participants and visiting staff Instructor	Extreme weather Too hot, too wet, cold or windy	Safety/Activity briefing for all participants, and constant monitoring throughout the session  Group to be appropriately dressed for the conditions  Instructor to watch for signs of dehydration / hypothermia  Forecast checked before the activity if concerned. Adjustments to course made i.e. stay out of woods if concerned about wind.  End session early if the weather is a concern	3	2	6				
Participants and visiting staff Instructor Members of the public after session has finished	Being burnt by fire embers including anyone gaining entry after the session has finished	<ul style="list-style-type: none"> <li>Safety brief given for all participants &amp; continuous monitoring throughout the session</li> <li>Potential hazards communicated with the group</li> <li>Additional staff to assist with supervision</li> <li>A safe area around the fire, marked out &amp; communicated to the group where they should not enter unless invited by the instructor</li> <li>Always walk</li> <li>Appropriate fire size for the activity</li> <li>Fire extinguished fully after activity. Water to be taken to site for every session Appropriate instructor training and observations</li> <li>Be prepared to end session early if group consistently misbehave/act in an unsafe manor</li> </ul>	4	1	4				

Person Affected	Hazard(s) Identified	Existing Controls?	Risk Rating * Severity x Likelihood			What further action is recommended?	Action by whom?	Date action due	Date action done
			S	L	S x L				
Participants and visiting staff Instructor	Cooking around the fire (Including Kelly Kettles). Any injury from burns, scalds etc	<ul style="list-style-type: none"> <li>• Clear instructions about fire safety</li> <li>• All long hair to be tied back</li> <li>• All clothing to be secure</li> <li>• Set boundaries that participants should not cross</li> <li>• Ask the participants to kneel or remain still whilst cooking. To prevent falling or tripping around the fire</li> <li>• Only instructor to handle hot pans / Kelly kettle, heat proof gloves to be worn</li> <li>• Continuous monitoring of participants</li> <li>• Kelly Kettle use for suitable supervising adult</li> </ul>	3	2	6				
Participants and visiting staff Instructor Anyone else in the area after the session	<p><b>Open fires</b></p> <p>Being burnt by the fire/ embers</p> <p>Rocks in fire exploding</p>	<p>Activity run in accordance with standard operating procedures (SOPs) and activity notes</p> <p>Safety/Activity briefing for all participants, and constant monitoring throughout the session</p> <p>Potential hazards pointed out</p> <p>Any additional staff used to help with group control</p> <p>A safe area around the fire either marked or briefed to the group where they do not enter unless invited</p> <p>Walking whilst near the fire</p> <p>The size of fire should be appropriate to the activity</p> <p><b>Fire extinguished fully after activity.</b> <b>Water to be taken to snuff out the fire</b></p>	3	1	3				

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Participants and visiting staff Instructor Anyone else in the area after the session	Fire spreading	Safety/Activity briefing for all participants, and constant monitoring throughout the session  Area used should be suitable and free from any highly flammable materials  Water or means of extinguishing the fire should be available  <b>Fire extinguished fully after activity. Water to be taken to snuff out the fire</b>	2	1	2				
Participants and visiting staff Instructor Anyone else in the area after the session	Fumes	Safety/Activity briefing for all participants, and constant monitoring throughout the session  Participants briefed that no stoves/kettles are to be used inside. This includes tents/marquees	3	1	3				
Participants and visiting staff Instructor	Fire lighting instruments lost or stolen	Lighters / strikers/ matches etc to be counted out and counted in.  Close supervision of the equipment	4	1	4				

**Assessor's Signature – Where a review takes place resulting in no changes to the assessment and risk rating this form can be re-signed, dated, any relevant comments made and a note added for the next review date.**

Print	Lawrence Wilson	Date	3/12/2024	Comments	
Sign	Lawrence Wilson				