SCC Health and Safety Manual





Name of	Jake Tebbutt	Group /	SSE
assessor(s)		Establishment:	Outdoors
Date	December 2024		Charterhouse
Review Date	Annually		Centre

Description	How was the assessment done?	Mobile Phone Signal		
		Varies at each location		
General / Group Management – This risk assessment is intended to identify general group management risks	Completed by the Senior Instructor in consultation with the Centre Manager	Nearest Landline		
associated with working on activities, and travel to and from the venue. More specific risks and control measures will be identified in the specific activity risk assessments where appropriate.		Varies at each location		

Person Affected	Hazard(s) Identified	Existing Controls?	Risk Rating * Severity x Likelihood	Action by whom?	Date action due	Date action done
			S L S×L			

Person Affected	Hazard(s) Identified	Existing Controls?	Severity x Likelihood					What further action is recommended?	Action by whom?	Date action due	Date action done
			S	L	S×L						
Participants and visiting staff	Getting lost or separated	Activity run in accordance with standard operating procedures (SOPs) and activity notes	3	1	3						
Instructor		Safety/Activity briefing for all participants, and constant monitoring throughout the session									
		Regular head counts									
		Walking speed should be appropriate									
		Torches if needed									
		High visibility jackets available if needed									
		A member of staff should be at the front unless it is clear and safe to let participants go ahead. Clear stopping points should be explained.									
		A member of staff should remain at the back of the group									

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×L				
Participants and visiting staff	Poor behaviour	Activity run in accordance with standard operating procedures (SOPs) and activity notes	2	3	6				
Instructor		Safety/Activity briefing for all participants, and constant monitoring throughout the session							
		Instructor training							
		Early intervention							
		Reinforcement of ground rules							
		Referral to learning objectives							
		Abandonment of session should the instructor deem it unsafe to continue due to poor behaviour / external factors							
		Utilise visiting staff to maintain high standards of group control / remove poorly behaved participants and re-integrate when/ if possible/appropriate							
Participants	Stranger danger	Safety/Activity briefing for all participants, and constant monitoring throughout the session Utilise visiting staff to maintain high standards of group control	2	1	2				

Person Affected	Hazard(s) Identified	Existing Controls?			Severity x Likelihood				Severity x Likelihood			What further action is recommended?	Action by whom?	Date action due	Date action done						
			S	L	S×L																
Participants and visiting staff	Road traffic accident	Activity run in accordance with standard operating procedures (SOPs), activity notes and highway code	4	1	4																
Instructor		Safety/Activity briefing for all participants, and constant monitoring throughout the session																			
Members of		Potential hazards pointed out																			
the public		Vigilance and good group management when crossing and walking along roads making the participants aware of your expectations																			
		Utilise visiting staff to maintain high standards of group control																			
		High visibility jackets available should the instructor deem necessary																			
		Walking in a controlled manner with a responsible adult at the front and back of the group may be necessary.																			
		Group may need to stop at the side of the road to let traffic past.																			

	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											