



# 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>
Kilve's Low Ropes is a purpose-built activity on site at Kilve Court. It is made up of several elements designed to promote team cohesion, trust and confidence.	Consultation with Lead instructors and Activities Manager	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							

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> 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 the elements.</li> <li>Group have been briefed about spotting and matched according to size.</li> <li>All staff to have first aid kit on session.</li> <li>Helmets to be worn throughout 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	3	5							
<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> </ul>	4	1	4							

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
	<ul style="list-style-type: none"> <li>Regular equipment inspections to be carried out and recorded.</li> </ul>										
<b>All participants – Entrapment/ Injuries</b>	<ul style="list-style-type: none"> <li>Participants to wear PPE (helmets) fitted and checked by instructor</li> <li>Instructor to continually monitor hand and foot placements</li> <li>Encourage peer monitoring (spotting)</li> <li>Brief participants to only hold on to the white section of the Buoys to avoid finger entrapment</li> <li>Clean lines always (wrapping of rope around hands to be strictly disallowed)</li> </ul>	4	1	4							

\* 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				
<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			

**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.
<b>Likelihood (Probability/Chance)</b>	Very likely. Event is expected to occur in most circumstances: More than 95% chance of occurring.	5.	<b>Almost Certain</b>	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.	<b>Likely</b>	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.	<b>Possible</b>	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.	<b>Unlikely</b>	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.	<b>Rare</b>	L-1	L-2	L-3	L-4	M-5