



Risk assessment form (H&S)

Name of assessor(s)	Carly Kew	Group / Establishment:	Great Wood / SSE Outdoors
Date	January 2026		

What is the workplace / activity / equipment / conditions (delete as appropriate) being assessed:	How was the assessment done? e.g. desktop exercise, site visit, in consultation with employees, managers, safety representatives?	Next review date: January 2027
Shelter building, wood collecting, Environmental art – These activities are either completed off-site, or materials are collected off-site and then brought back to camp to complete sessions. Areas to use are set out in agreement with Forestry England.	Site visit, in consultation & agreement with instructors, GWT and FE	Is the assessment 'generic' or specific to the situation? S

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
Instructors & participants Slips, trips & falls	<ul style="list-style-type: none"> Safety activity brief given for all Constant monitoring of participants throughout session Potential hazards pointed out, branches, logs, uneven ground etc. Walking expected always Correct footwear to be worn 	2	2	4							

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		S	L	S x L					S	L	S x L
Instructors & participants Collecting elements off-site	<ul style="list-style-type: none"> Safety activity brief given to all participants Crossing road/ various vehicles using forestry tracks Slips, trips, falls, branches, logs pointed out Instructed on what to and what not to collect Small bundles Correct method for carrying large objects, whilst walking demonstrated to all Stay as a group Constant monitoring of participants Regular head counts 	2	2	4							
Instructors & participants Building shelters, falling branches	<ul style="list-style-type: none"> Safety activity brief given to all Participants not to be inside structure whilst more materials being added Staff may assist if needed Constant monitoring of all participants Take down all shelters at the end of each session 	2	2	4							
Instructors & participants Walking into or having branches flicked into eyes	<ul style="list-style-type: none"> Safety activity brief given to all participants Explain to all how this may happen and how to avoid it 	3	1	3							

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		S	L	S x L					S	L	S x L
	<ul style="list-style-type: none"> Area checked for lower branches prior to session, removed if necessary Walking throughout the session 										
Instructor & participants Bitten by snake	<ul style="list-style-type: none"> Safety activity brief given to all participants Constant monitoring throughout session Participants briefed on habitat of the area being used Time of year considered Don't try to touch or pick up snakes Instruct participants to inform adult/instructor if they see or find a snake 	3	1	3							
Instructor & participants Extreme weather	<ul style="list-style-type: none"> Weather forecast to be checked prior to departure Cancel session if weather becomes too severe Monitor bad conditions throughout the session 	2	2	4							
Instructors & participants Other insects & animals	<ul style="list-style-type: none"> Safety brief given to all participants Brief participants about ticks & wood ants Explain to avoid disturbing nests of wood ants, tread carefully Long sleeves & trousers to be worn to minimize ticks attaching Check for ticks on return to camp 	2	2	4							

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		S	L	S x L					S	L	S x L
	<ul style="list-style-type: none"> Increased amounts of insects are found more in summer months but not specifically 										
Instructors & participants splinters	<ul style="list-style-type: none"> Safety brief given to all participants Participants briefed how to carry wooden objects carefully Participants instructed not to slide hands along wooden objects or ropes Extra care to be taken in wet conditions 	2	2	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

Name of assessor's manager:	Ack Moore	Date:		Manager's comments	
Signature:					

		15-25	10-12	5-9	1-4	Insignificant	Minor	Moderate	Major	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.
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	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		