

Risk Assessment form for Section Activities 1st Shepperton (St. Nicholas) Scouts

Returning Back Together Safely - Beavers, Cubs and Scouts

NAME OF PERSON COMPLETING RISK ASSESSMENT/UPDATE:	Tom Oakley – Estate Manager / David Fern - GSL Updated with leadership team feedback – April 2022 Updated with Exec feedback and approval – 26 April 2022
DATE OF RISK ASSESSMENT/UPDATE	26 April 2022

RISK CALCULATOR

LIKELIHOOD	<i>Unlikely</i>	<i>Possible</i>	<i>Likely</i>
CONSEQUENCE			
<i>Slightly harmful (First Aid)</i>	Trivial	Acceptable	Moderate
<i>Harmful (Require medical/dental assistance)</i>	Acceptable	Moderate	Substantial
<i>Extremely harmful (Fatality or illness or injury > 1 night hospital stay)</i>	Moderate	Substantial	Unacceptable

RISK CONTROL

Risk Level	Control
Trivial and Acceptable	No action required
Moderate	If it is reasonably practicable to undertake some action to reduce the level of risk this should be done. If the risk is moderate because the consequences are extremely harmful it is unlikely that there can be any further reduction without significant effort. Ensure there is a suitable system in place. Continue to monitor.
Substantial and Unacceptable	Action must be taken to remove or reduce the risk. If action cannot reduce or remove the level of risk the activity should be undertaken. If this level arises as the result of a Decision Making assessment the activity should cease immediately.

What could a safe return to scouting in 1st Shepperton look like?

Definitions taken from Framework Document at scouts.org.uk downloaded 29 June 2020. COVID Code from section 2.1 of the same document. The Hazard Identification Guide can be found [at this link](#)

No activities to be launched without the correct authorisation in place.

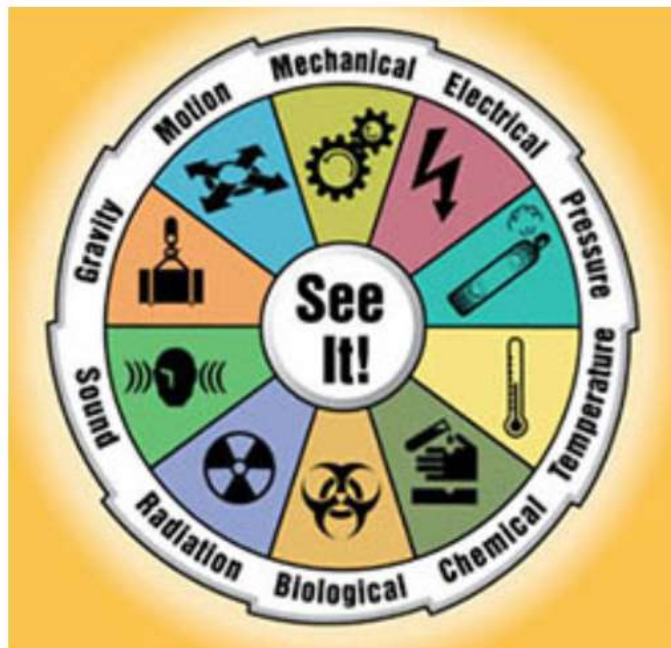
Readiness level	NYA level	Scout level
Red Rate of infection is remaining consistent or growing	<ul style="list-style-type: none"> Online and digital youth services Detached youth services and 1-2-1 sessions with vulnerable young people outdoors 	<ul style="list-style-type: none"> Digital programme delivery No face-to-face activity or meetings No residential activities
Amber Rate of infection is reducing consistently in all parts of the country	<ul style="list-style-type: none"> Online and digital youth services Small group sessions can take place 	<ul style="list-style-type: none"> Digital programme delivery Small group sessions can take place outdoors No residential activities
Yellow Number of cases low and decreasing, full Track and Trace system in place	<ul style="list-style-type: none"> Online and digital youth services Indoor group sessions can take place Outdoor learning, trips and visits 	<ul style="list-style-type: none"> Digital programme delivery Small group sessions can take place indoors and outdoors No residential activities
Green No new cases or a vaccine is readily available	<ul style="list-style-type: none"> All services open as per normal yearly operations Overnight trips and visits allowed International travel allowed within FCO advice 	<ul style="list-style-type: none"> All activities can resume in line with government guidance

More detail can be found at scouts.org.uk

What scouting could look like at each readiness level is in the left-hand table.

The underpinning guidance is bottom right

A rule-of-thumb guide to identifying hazards is bottom left.



Getting back together safely: The COVID Code

1. A COVID-safe risk assessment has been completed and we have communicated control measures to volunteers, young people and parents and all are encouraged to raise concerns
2. Additional hygiene measures are in place
3. Social Distancing will be observed (check current distance determined by your Government)
4. Maximum group sizes will be limited and determined by scouts.org.uk and members will be consistent where possible
5. Make adjustments for young people and adults vulnerable or affected by COVID, and consult to make sure return plans are accessible and inclusive

Hazard Observed	Risks Before Controls Implemented	Control Measures	Risk Rating if Controls Implemented	Control Measures to be implemented and by whom (name and date)
Increased susceptibility to contracting COVID e.g. people previously shielding	Unacceptable	1. Any adult or young person who had previously been instructed to shield should review their own individual risk, seeking professional medical guidance as they see fit, before attending any scout activity.	Moderate	1. Adult or young person's parent carer
COVID infection brought into meeting place by asymptomatic or early symptomatic person	Substantial	1. All adults and parent/carer of young people reminded not to attend face-to-face scouting activities if exhibiting symptoms of Covid-19. 2. Procedure to isolate and individual who starts presenting with symptoms whilst at face-to-face scouting activities.	Moderate	1. GSL to remind parent/carer of responsibilities for these controls. 2. GSL to implement written policy for isolating symptomatic people and distribute to leadership teams.
Cross infection from other people using site	Moderate	1. People not attending meetings e.g. parent/carers dropping off or collecting, are now allowed access to the site. Drop off and collection can be conducted at the building entrance. 2. Anyone accessing the site in between meetings, or for maintenance/cleaning, to clean/sanitise all touch points when leaving.	Moderate	1. Leader-in-charge will control access during scouting activities. 2. GSL to ensure all visitors know the procedures
Maintaining social distance at drop off and pick up: higher risk of infection spread if social distancing not maintained.	Moderate	1. Clear guidance developed and issued to leaders, young people and their parent/carers on how pick-up/drop-off will be managed. Social distancing will be a 'common sense' and personal choice matter. 2. All attendees of meetings will wash and sanitise hands on arrival prior to starting activities	Moderate	1. All parents/ careers will be briefed on the control measures via an updated briefing pack in consultation with the Exec. 2. Hand washing and sanitising areas are in r and managed by the Leader-in-charge.
Maintaining social distance during meeting: higher risk of infection spread if social distancing not maintained.	Moderate	1. Maximum number for outdoor activities in Scout Hut & grounds will be the current Scouts guidance number (no restriction from 17 May 2021) but will be dependent on future Scout Association guidance. 2. Careful consideration and risk assessment of activities undertaken to ensure distancing if in poorly-ventilated areas. 3. Briefing for all meeting attendees at start of meeting for need to maintain distancing (if necessary) repeated as necessary throughout meeting. 4. Whilst it is no longer mandatory, it is suggested that Leaders/adults and Scouts/Young Leaders are encouraged to wear face-coverings indoors (or in poorly-ventilated areas), but it is now a matter of personal choice.	Moderate	1. Controls 1-4. Leader-in-charge to manage this control, can delegate to another adult or young leader as they see fit.

Hygiene of people: higher risk of infection spread if proper hand washing not carried out.	Substantial	<ol style="list-style-type: none"> 1. Clear Expectation of hand-washing/sanitising procedure explained to all participants and their parents/carers. 2. Purchase and install sanitiser stations. Ensure sanitiser and hand-wash stations stocked with consumables. 3. Briefing on arrival to wash hands and sanitise. 4. Consider repeat hand-washing/sanitising as necessary, and include in individual activity risk assessments. 	Moderate	<ol style="list-style-type: none"> 1. GSL to provide guidance of control measures, and reminder of parent/care responsibilities for these controls. 2. Quartermaster/ Estate Manager 3. Leader-in-charge 4. Leader-in-charge
Hygiene of toilets: higher risk of infection spread if hygiene not carried out.	Substantial	<ol style="list-style-type: none"> 1. Toilet facilities cleaned after sessions, 2. Cleaning consumables available to leaders with safe storage. 3. Deep cleaning of the hut only if required by under UK Government guidelines 	Moderate	<ol style="list-style-type: none"> 1. Leader-in-charge 2. Quartermaster 3. GSL to arrange.
Hygiene of activity equipment: Higher risk of infection spread if hygiene not carried out.	Moderate	<ol style="list-style-type: none"> 1. If equipment needs to be shared within a section, equipment must be wiped with an anti-viral wipe. 2. At the end of each Section meeting all equipment should be sanitised and left to air-dry ready for the next week's use. 	Moderate	<ol style="list-style-type: none"> 1. Leader-in-charge 2. Leader-in-charge
Use of outdoor spaces: un-even ground, access to space less controlled, cannot be cleaned.	Substantial	<ol style="list-style-type: none"> 1. Establish clear areas for activities, identify hazards e.g. uneven ground, and brief to all participants. 2. Consider more frequent hand-washing and/or hand sanitising. 	Moderate	<ol style="list-style-type: none"> 1. Leader-in-charge 2. Leader-in-charge
Additional cleaning materials and chemicals more easily accessible to young people	Unacceptable	<ol style="list-style-type: none"> 1. Chemicals for immediate use are to be secured in the Kitchen area when not required for use or replenishment. 2. Bulk chemicals (for additional usage) to be stored in the locked Venture Den 	Moderate	<ol style="list-style-type: none"> 1. All adults using cleaning materials 2. Quartermaster
Use of outdoor spaces - weather related injuries and conditions eg sunburn, hypothermia	Moderate	<ol style="list-style-type: none"> 1. Check weather forecast 24 hours ahead of meeting, and remind young people and their parent/carer of requirements. Consider cancelling or an alternative indoor activity if outdoor activities aren't sensible. 2. Young people to bring their own full water bottle from home. 	Acceptable	<ol style="list-style-type: none"> 1. Section Leader and/or Leader-in-charge of a session 2. Young People and their parents/carers
Degraded Fire Protection from doors left open	Substantial	<ol style="list-style-type: none"> 1. Smoke Detectors and Carbon Monoxide Alarms installed and tested as per building risk assessment. 2. No exposed flame or 'hot' activities being conducted indoors, reducing risk. 	Moderate	<ol style="list-style-type: none"> 1. Estate Manager 2. Leader-in-charge

Degraded Security from doors left open	Acceptable	<ol style="list-style-type: none"> 1. Register taken and regular headcounts of participants. 2. Thorough locking-up procedure, and regular checks of building during meeting. 	Acceptable	<ol style="list-style-type: none"> 1. Leader-in-charge 2. Leader-in-charge
Cross-infection from proximity for first-aid or other emergency requirements	Substantial	<ol style="list-style-type: none"> 1. Face covering (mask) and face shield provided with first-aid kit in kitchen for use by first aiders, and masks for those receiving first aid as appropriate. 2. Any waste generated is to be double bagged, stored for 72 hours and dispose through domestic waste. 3. Any waste heavily contaminated with body fluids is to be dispose of in yellow clinical waste bags in first aid kit. 	Moderate	<ol style="list-style-type: none"> 1. Quartermaster 2. First Aider 3. First Aider

Group/Section Additional Identified Risks on day of event

Hazard Observed	Risks Before Controls Implemented	Control Measures	Risk Rating if Controls Implemented	Control Measures to be implemented and by whom (name and date)

Adults informed of risk assessment via all of the following means:	All Leaders / Assistants In Touch Parents Young people	} Via email and hard copy to be displayed in HQ
Adults to report newly identified hazards by:	Dynamic throughout period of each session	
Date of next assessment:	As Guidance is updated	
Assessment frequency:	As required	
Date:	26 April 2022	Signed: 