

## Covid-19 restarting face to face Scouting risk assessment

<b>Name of Section or Activity</b>	1 <sup>st</sup> Billingshurst Beavers, Cubs & Scouts	<b>Date of risk assessment</b>	22/09/20	<b>Name of who undertook this risk assessment</b>	Zoë Jenkins GSL	<b>COVID-19 readiness level transition</b>	<b>Red to Amber+</b>
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Hazard Identified? / Risks from it?	Who is at risk?	How are the risks already controlled? What extra controls are needed?	What has changed that needs to be thought about and controlled?
<i><b>Hazard</b> – something that may cause harm or damage. <b>Risk</b> – the chance of it happening.</i>	<i>Young people, Leaders, Visitors?</i>	<i><b>Controls</b> – Ways of making the activity safer by removing or reducing the risk from it. For example - you might use a different piece of equipment or you might change the way the activity is carried out.</i>	<i>Keep <b>checking</b> throughout the activity in case you need to change it...or even <b>stop</b> it! This is a great place to add comments which will be used as part of the review.</i>
Awareness of new rules: risk of breaking rules and spreading infection if unaware.	Young people, Leaders, Visitors	Parents sent 1 <sup>st</sup> Billingshurst Covid-19 policy, Code of conduct and Sections risk assessment. Parents must sign on OSM that they have read and understood with their young person these documents and that they cannot come to Beavers/Cubs/Scouts unless signed and dated.	
Maintaining social distance at drop off and pick up: higher risk of infection spread if social distancing not maintained.	Young people, Leaders, Visitors	<ul style="list-style-type: none"> <li>• Large field with 3 or 4 access points, Parents advised to use all access points to keep spread out. Parents told to only speak to the leaders in their child's group if running multiple groups and maintain social distancing.</li> <li>• If using the hut, separate doors will be used to access the 2 halls.</li> <li>• Code of conduct updated to include covid-19 restrictions.</li> </ul>	
Maintaining social distance during meeting: higher risk of infection spread if social distancing not maintained.	Young people, Leaders, Visitors	<ul style="list-style-type: none"> <li>• Limit group sizes to recommended number (currently 15 young people and 5 leaders). Large field with plenty of space, room for 2 groups spaced 25m apart and still plenty of space for the public. Ability to move one group within the scout hut compound and still maintain social distancing, option to mark out 2m spacing if social distancing is a problem.</li> <li>• If using the hut, face masks to be worn by Scouts and Leaders (Face shield option if hearing issues). Use 2 separate halls with own toilet facilities and separate entrance / exit. Hall 1 is 14.5 x 6.5m allowing for max 21 people. Hall 2 is 9 x 4m and 7 x 5m allowing for max 16 people.</li> </ul>	
Hygiene of people: higher risk of infection spread if proper hand washing not carried out.	Young people, Leaders, Visitors	<ul style="list-style-type: none"> <li>• Young People told to bring their own hand sanitiser and told to use before meeting. The Scout group to have spare bottles of hand sanitiser if needed. Young people and leaders reminded to sanitise hands after handling equipment.</li> <li>• If using hut, contact free hand sanitisers have been installed at doorways. Leaders will clean all touch points and toilets / sinks after every meeting as per policy. Floors moped each day. Outer toilet door to be wedged open to reduce touch points.</li> </ul>	

**Additional information can be found in the *Safety Checklist for Leaders* and other information at [scouts.org.uk/safety](https://scouts.org.uk/safety)**

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<b>Hygiene of toilets:</b> higher risk of infection spread if hygiene not carried out.	Young people, Leaders, Visitors	There are separate toilet cubicles with sinks. 1 person at a time. Hands must be washed with soap after use. Electric hand dryers have been switched off and paper towel dispensers have been installed. Toilets will be cleaned by leaders after each meeting. (Leaders must also ensure all touch points to/from the toilet are cleaned at the end of the session.	
<b>Hygiene of activity equipment:</b> Higher risk of infection spread if hygiene not carried out.	Young people, Leaders, Visitors	Young people told to bring their own equipment if practical. Group equipment to be cleaned before and after activity with anti-bacterial wipes. Young people told not to share equipment unless impractical.	
<b>Use of outdoor spaces:</b> un-even ground, access to space less controlled, cannot be cleaned.	Young people, Leaders, Visitors	Choice of location appropriate to activity, briefing to leaders and young people on boundaries, checks on the location ahead of use by leaders, hand sanitising available for all participants.	
<b>First aid:</b> Higher risk of infection spread if close contact is required.	Young people, Leaders, Visitors	First aider assigned for the session that is appropriately trained. If first aid is required the designated leader will be required to wear appropriate PPE, face mask, gloves and apron that are provided to them at the start of the meeting. Any incident that happens will need to be recorded and a note of any kit used so that we can restock before the next session. Parents/guardian notified if appropriate.	
<b>Positive Covid-19 case:</b> Higher risk of infection spread.	Young people, Leaders, Visitors	Parents told not to bring their child if they or the child are showing any signs of the Covid-19 virus or have been told to self-isolate due to possible contact with someone who has been infected. A record will be kept of who is in which group on OSM in case of a confirmed case and details need to be provided to track and trace.	
<b>Review:</b> This risk assessment is for a section to move from one COVID Readiness alert level to the next, an additional risk assessment should be produced for each move proposed.			

<b>Checked by Line Manager</b>	Zoë Jenkins GSL (1 <sup>st</sup> Billingshurst) 22/09/20	<b>Approved by Commissioner</b>	Jamie Trickett GSL (1 <sup>st</sup> Harting) 23/09/20
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We take personal data privacy seriously. The data in this form is used to assess the suitability for the return to face to face Scouting based on the controls put in place. The personal data in this form is used to identify the individuals who have completed and approved the risk assessment. This includes the individual who undertook the assessment, the line manager, Executive members, and County Commissioner, who will all have access to this data. Scouts headquarters will retain this data for 3 years after the Covid-19 readiness level goes to 'Green' and does not return to 'Amber' or 'Red' to act as evidence of the assessment taking place. For further details on the Scouts data processing stance please visit our Data Protection Policy here. <https://scouts.org.uk/DPPolicy>.

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