

1st Dawley Scout Group Risk Assessment

Risk Assessment (OSM)	HQ – General	Date of risk assessment	16th March 2024	Name of person doing this risk assessment	Mike Scampton
Category (OSM)	Locations	Date of next review	16th March 2025		

What hazard have you identified? What are the 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?
Leaders not qualified or authorised to run activity	Young people Leaders	<ul style="list-style-type: none"> • POR to be followed at all times • All adults to be fully DBS checked in line with POR • All adults to have received latest versions of yellow and purple cards • All adults with full appointments to be up to date with mandatory training, • Programme planning and preparation materials shared between all leaders and adults attending • Programmes shared with Group Scout Leader. 	
Child protection / safeguarding	Young people Leaders	<ul style="list-style-type: none"> • POR to be followed at all times • All appointed adults to carry Scout Association DBS clearance. Note: occasional helpers are exempt from this requirement • All adults (including occasional helpers) to have received yellow and purple cards • All adults with full appointments to be up to date with training • Main gate closed until leaders are ready to receive YP 	

You can find more information in the Safety checklist for leaders and at scouts.org.uk/safety

Based on the UKHQ template published September 2020

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		<ul style="list-style-type: none"> • Main gate closed but not locked during meetings • Security lighting to be on automatic at all times on the scout hut • Suspicious behaviour reported to police and to Group Scout Leader • Any medication to be safely stored by leaders 	
Driveway to scout hut presents slip and trip hazards particularly as street lighting nearby is not always working	Young people Leaders	<ul style="list-style-type: none"> • Vehicles using the Car Park do so entirely at their own risk. • Parents / carers / leaders advised to bring a torch on dark evenings 	
Danger posed by moving vehicles on the driveway and in the car park next to the scout hut	Young people Leaders	<ul style="list-style-type: none"> • Parents to collect YP from our gate / infrastructure. 	
Risk of a lost young person	Young people	<ul style="list-style-type: none"> • POR adult ratios as a minimum at all times. • Headcount taken at start and end of each activity session and at regular intervals throughout meetings • Adults to carry mobile phones and numbers shared • Prompt emergency services notification as required, and notification to Group Scout Leader 	
Incident requiring first aid treatment	Young people Leaders	<ul style="list-style-type: none"> • Fully stocked PPE and first aid kit kept in kitchen • All uniformed leaders to have up-to-date First Aid Training • PPE to be worn as required • Accident / Incident Log in kitchen. • Parents to be informed after the meeting of any first aid provided. 	

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		<ul style="list-style-type: none"> GSL to be informed. Should anyone require the use of the emergency services 999 both the Group Scout Leader and District Commissioner to be informed. HQ has good mobile phone coverage in case emergency services need to be called 	
Behaviour	Young people	<ul style="list-style-type: none"> Young people to be reminded about behaviour expectations before each activity Consideration to be given by all leaders about to how to accommodate the needs and likely issues from young people with e.g. ASD / ADHD. Adult ratios to be increased at the discretion of the Section Leader to ensure all young people are included Young people to only be excluded from an activity if there are safety / wellbeing concerns that cannot be mitigated, and with Group Scout Leader approval, and these decisions to be communicated confidentially to the parents or guardians of any young person excluded 	
Falling branches from trees and bushes on site - especially those that overhang driveway, play area and public path	Young people Leaders	<ul style="list-style-type: none"> Trees and bushes cut back on a regular basis Trees checked on a regular basis especially after heavy rainfall/high winds 	
Risk of cut injuries from rubbish e.g. glass that is occasionally found in the grass areas at front, side and back of building	Young people Leaders	<ul style="list-style-type: none"> Restricted access to sides and back of building No digging by hand Visual checks of areas carried out by adults before any meetings and any risks disposed of accordingly 	
Risk of sting injuries from nettles that grow in the grass areas at	Young people Leaders	<ul style="list-style-type: none"> Restricted access to sides and back of building 	

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front, side and back of the scout hut		<ul style="list-style-type: none"> • Nettles cut back on a regular basis 	
General risk of slip and trip injury outdoors in the Scout HQ grounds or in the church field	Young people Leaders	<ul style="list-style-type: none"> • Outside areas generally level with no items / rubbish left around • Outside security lights on front of building for dark evenings • No ready means of access to the roof of the scout hut. Flat roof on scout hut is not fragile • No running games allowed if the grass is wet • Checks carried out to ensure appropriate footwear is worn before activity starts • Any trip hazards identified marked with hazard tape or suitable alternative 	
General risk of slip and trip injury indoors	Young people Leaders	<ul style="list-style-type: none"> • Some thresholds are slightly raised but low risk • No cables across floor without clearly marking these with hazard tape or similar • All areas to be kept tidy / clear • Carpets in lobby to be kept flat 	
Loss of power whilst using the HQ causing hall / grounds to be suddenly in the dark increasing risk of injury	Young people Leaders	<ul style="list-style-type: none"> • Leader to immediately stop any in progress activities and ensure safety of adults and YP - dynamic risk assessment as to immediate course of action to be taken e.g. move outdoors, sit down and remain still. • Group Scout Leader or other Leader with access and knowledge, to check the fuseboard and reset if required • Identify whether power loss is local to scout HQ or to the local area. • Dynamic risk assessment to be taken as to whether meeting / activity can continue or whether parents need to be called to 	

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		collect YP	
Risk of injury or death from fire whilst at the scout hut	Young people Leaders	<ul style="list-style-type: none"> • Fire Management Plan in place • No smoking site • Fire extinguishers tested annually. Fire exits kept clear and checked regularly. Emergency lights checked monthly and full discharge test annually. • Signage clearly displayed • Fire drill carried out each term • Electric heaters in scout hut are all on timers, heater covers in place and attached to the wall 	
Risks (burns, cuts, poisons) associated with hot water, sharp objects, cleaning chemicals and appliances in the kitchen and store cupboard areas	Young people Leaders	<ul style="list-style-type: none"> • No young people allowed to enter the kitchen without adult supervision • No young people allowed to enter the store cupboard and store cupboard to be kept locked except when in use • Sign on doors to that effect and leader in charge responsible for ensuring this • Non-slip flooring in place • Cleaning chemicals stored out of sight in child-proof containers. COSHH labelling / information in folders in cupboard. • Mains water run frequently (for minimum 10 minutes per week) to eliminate risk of Legionella Disease. • Small hot water tank used weekly or during low use periods turned on and run at full temperature for minimum 10 minutes per week) to eliminate risk of Legionella Disease 	

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Risk of slips and falls including contact with the solid walls during games in the main hall. Floor covering does get slippery when wet	Young people Leaders	<ul style="list-style-type: none"> Any spillages to be dried at once Clear instructions given before starting any games Some games reserved for outdoor use only Impossible to avoid some risk of injury during games 	
Risk of cuts and bruises during craft type activities.	Young people Leaders	<ul style="list-style-type: none"> Only child-friendly scissors are available to be used Any glue gun operation supervised at all times Adult supervision to correct ratios at all times Correct use of tools/equipment demonstrated and explained to young people before activity starts 	
Risk of bruises or other injury from falling objects in the storage areas	Young people Leaders	<ul style="list-style-type: none"> Adults to supervise access to equipment in the storage rooms Shelving correctly secured to the wall Equipment stored on shelving properly 	
Risk of cuts, falls, trips and bruises caused by use of equipment	Young people Leaders	<ul style="list-style-type: none"> Knives, Axes, Saws, and other sharp tools stored safely and out of reach of young people Such tools only to be used by competent young adults / adults Stepladders to be checked before use 	
Other unforeseen hazards	Young people Leaders	<ul style="list-style-type: none"> Dynamic risk assessment to be performed by all leaders in line with TSA guidelines. Hazards to be shared with other leaders and appropriate mitigation to be actioned. 	

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