



EDVENTURES | POLICY SUITE

Risk Assessment Framework

Document reference	EDV-POL-010
Legal entity	EJFVENTURES LTD (company number 16938508), trading as Edventures
Version	1.0 — harmonised edition
Policy owner	Edward Fairnington, Owner and Responsible Manager
Approved by	Edward Fairnington
Approval date	16 October 2026
Effective date	16 October 2026
Next scheduled review	16 October 2027
Review frequency	Annually, or earlier following significant change or incident
Approval signature	_____

1. Purpose

Edventures is committed to providing activities that are appropriately planned, supervised and managed so far as is reasonably practicable.

This framework establishes a consistent process for identifying hazards, assessing risks, selecting proportionate control measures, allocating responsibilities and reviewing the effectiveness of safety arrangements.

Risk assessment supports informed decision-making and safe participation. It does not remove all risk from adventurous activities or replace the professional judgement of appropriately qualified instructors.

2. Scope

This policy applies to:

- Indoor climbing, including bouldering and roped climbing.
- Outdoor climbing and other adventurous activities where offered.
- Adult wellbeing experiences, guided walks and outdoor sessions.
- Activities delivered in hired schools, climbing centres and other premises.
- Equipment, travel and transport arrangements under Edventures' control.
- Participants, employees, freelancers, contractors, volunteers and others who may be affected.

Where Edventures hires a venue, the host remains responsible for matters allocated to it under applicable law and the hire agreement. Edventures remains responsible for managing the risks arising from its own activities and arrangements.

Venue documentation must be obtained and considered where relevant. Edventures must not assume that a venue's risk assessment covers its own instruction or supervision.

3. Legal and professional framework

Risk assessments must reflect applicable UK health and safety legislation, including:

- Health and Safety at Work etc. Act 1974.
- Management of Health and Safety at Work Regulations 1999.
- Provision and Use of Work Equipment Regulations 1998, where applicable.
- Work at Height Regulations 2005, where applicable.
- Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013 (RIDDOR), where applicable.
- Equality Act 2010.

Edventures will also consider relevant Health and Safety Executive guidance, National Governing Body guidance, manufacturer instructions and venue operating requirements.

The five-or-more-employees threshold for recording significant findings under the Management Regulations does not prevent Edventures from adopting a written assessment requirement for all its activities.

4. Responsibilities

Responsible Manager

The Responsible Manager is accountable for implementation of this framework, allocation of resources, approval of assessments and ensuring that outstanding high-risk actions are addressed before activities proceed.

Activity Lead

The Activity Lead ensures that the relevant assessment is available, understood and applied; checks conditions before delivery; briefs workers; and records significant changes.

Instructors and other workers

All workers must follow approved controls, report hazards and incidents, operate within their competence and exercise stop-work authority when necessary.

Technical Adviser

Edward Fairnington is designated as Edventures' Technical Adviser for activities within his verified qualifications, experience, competence and insurance arrangements. Specialist advice must be obtained where an assessment falls outside that scope.

The adviser reviews technical procedures, instructor qualification requirements, equipment arrangements and facility evidence within their verified area of competence. Specialist advice must be obtained where a matter falls outside that competence.

Technical advice does not replace the responsibilities of the Responsible Manager, venue operator or individual instructor.

5. Risk assessment methodology

Edventures adopts a five-stage process:

1. Identify hazards associated with the activity, environment, equipment, participants and foreseeable emergencies.
2. Identify who may be harmed and how.
3. Evaluate the initial risk using the approved scoring system.
4. Select and implement controls, assign responsibility and evaluate residual risk.
5. Record significant findings, communicate controls and review when required.

Assessments must consider normal operations, foreseeable abnormal conditions and emergency situations.

Controls must be selected using the hierarchy of elimination, substitution, engineering or physical measures, administrative measures and personal protective equipment where relevant.

6. Risk scoring and acceptance criteria

Edventures uses a 5 × 5 matrix based on likelihood and severity.

Likelihood and severity are each scored from 1 to 5. The overall score is calculated by multiplying them.

Likelihood

1 — Rare	Highly unlikely in foreseeable conditions
2 — Unlikely	Could occur, but not expected
3 — Possible	Credible during the activity
4 — Likely	Expected in some foreseeable conditions
5 — Almost certain	Expected frequently or imminently

Severity

1 — Insignificant	No injury or negligible harm
2 — Minor	Minor injury requiring basic first aid
3 — Moderate	Injury requiring medical treatment

4 — Major	Serious injury or lasting harm
5 — Catastrophic	Fatality or multiple severe injuries

Risk matrix

L × S

1–4 Low

5–9 Moderate

10–16 High

17–25 Critical

The following are Edventures' proposed internal decision rules:

Residual score	Required action
1–4 Low	May proceed with documented controls and routine monitoring
5–9 Moderate	May proceed with controls verified by the Activity Lead
10–16 High	Must not proceed without additional controls, competent technical review where relevant, and documented Responsible Manager approval
17–25 Critical	Must not proceed until risk has been reduced and reassessed

A numerical score alone never makes an activity safe. Activities must not proceed where essential controls are absent, a legal or technical requirement is unmet, or the consequences cannot be managed appropriately.

7. Activity-specific assessments

Edventures will maintain separate risk assessments appropriate to the activities delivered.

These may include bouldering, roped climbing, belaying, climbing equipment, outdoor terrain, weather, group management, medical emergencies, accessibility, transport and venue-specific hazards.

Where relevant, assessments must address:

- Participant experience, ability and foreseeable behaviour.
- Instructor competence and supervision ratios.
- Equipment suitability, inspection and maintenance.
- Access, evacuation and emergency communications.
- Environmental and changing conditions.
- Reasonable adjustments and individual support arrangements.
- Interfaces with venue staff and other users.

Sensitive personal information must be recorded separately where appropriate and shared only with those who need it to manage safety.

8. Dynamic risk assessment

Before each session, the Activity Lead must confirm that the planned controls remain suitable for the conditions and participants present.

During delivery, instructors must continually assess changing circumstances, including participant wellbeing, behaviour, environmental conditions, equipment performance and supervision arrangements.

A dynamic assessment may result in modification, relocation, suspension or cancellation.

Material changes must be communicated to affected workers and recorded as soon as reasonably practicable. A dynamic assessment must not be used to bypass the requirement for planned assessments of foreseeable hazards.

9. Stop-work authority

Every Edventures worker has authority and responsibility to stop or suspend an activity when they reasonably believe that continuing presents an unacceptable risk.

No worker will be penalised for making a genuine, reasonable safety intervention.

An activity may restart only when the relevant controls have been restored, the Activity Lead has reassessed the situation and any required management or technical approval has been obtained.

If the issue cannot be resolved safely, the activity must be cancelled or replaced with a suitable alternative.

10. Technical operating procedures

Each technical climbing activity must have a written operating procedure appropriate to the venue, equipment and type of climbing.

The procedure must identify the operating system, qualification requirements, supervision arrangements, maximum group size or ratio, equipment checks, participant briefing, emergency arrangements, limitations and stop criteria.

Edventures must verify that each instructor holds a current, relevant National Governing Body qualification, or other recognised qualification appropriate to the activity and role.

Edventures does not deliver in-house instructor training or competence assessments to award or replace qualifications.

A technical adviser reviews procedures within their competence, and the Responsible Manager authorises implementation.

11. Venue assurance

Before using a new venue, Edventures must obtain or verify relevant information, which may include:

- Permitted activities and operating areas.
- Venue-specific rules and restrictions.
- Fire, evacuation, lockdown and emergency arrangements.
- Inspection and maintenance evidence for relevant fixed equipment and climbing facilities.
- First aid arrangements and emergency access.
- Accessibility and welfare facilities.
- Named venue contacts and responsibilities.

Any missing or inadequate evidence must be assessed and resolved before the affected activity proceeds.

Where appropriate, these checks must be recorded in the Edventures Premises Hire Schedule and Venue Safety Checklist.

12. Monitoring and quality assurance

The Responsible Manager will arrange proportionate monitoring of risk control implementation.

This may include observation of session arrangements, document checks, equipment records, venue assurance reviews, incident analysis and worker feedback.

Monitoring is intended to verify compliance with approved procedures and identify improvements. It is not a substitute for instructor qualification, external training or formal technical assessment.

Actions identified through monitoring must be allocated to a responsible person, given a completion deadline and tracked to closure.

13. Incident reporting and investigation

Accidents, near misses, equipment failures and significant unsafe conditions must be reported through Edventures' incident reporting arrangements.

The Responsible Manager will determine the appropriate investigation, corrective actions, external notifications and assessment review.

Statutory reporting obligations, including RIDDOR where applicable, must be considered separately.

14. Records and document control

Edventures will maintain a controlled record of current assessments, technical operating procedures, approvals, relevant briefings, dynamic changes and corrective actions.

Superseded documents must be clearly marked and archived in accordance with the Edventures retention schedule.

Access to sensitive records must be restricted appropriately.

15. Review

This framework will be reviewed at least annually and sooner following a significant incident, legislative or guidance change, introduction of a new activity, material equipment or venue change, or evidence that existing controls are ineffective.

Individual activity assessments and technical operating procedures will have their own review dates and event-based triggers.

16. Approval

Approval field	Entry
Approved by	Edward Fairnington
Position	Owner
Signature	<i>Original signed</i>
Date	16 October 2026
Next scheduled review	16 October 2027

Associated policies: First Aid and Emergency Procedures; Safeguarding Policy; Safer Recruitment and Staff Suitability Policy; Staff and Instructor Code of Conduct; Equality, Accessibility and Inclusion Policy; School and Venue Hire Provider Arrangements; Accident and Incident Reporting Procedure.

Controlled supporting-document cross-reference (2026 consolidation)

General pre-session checks are recorded on EDV-CHK-OPS-01; digital-specific checks use EDV-CHK-OS-05 as necessary.

This note identifies the current supporting document without altering the substantive policy duties or replacing required operational approvals.