

Land Activities Risk Assessment

General Land Activities

Animal Tracks

Archery

Bushcraft and Campfire

Disco

Discovery Walk

Low ropes and Challenge Course

Mountain Biking

Mini Beasts

Navigation

Pioneering

Pond dipping

Problem solve

Shelter building

General Land Activities Risk Assessment

Activity: Activities Team session delivery

What are the Hazards?

- Weather
- Uneven ground
- Lack of communication
- Manual handling
- Uncooperative/ horseplay from groups
- Unskilled instructors
- Lake, swimming pool and Pond water
- Road, tracks, and car parks
- Barbed wire

Who Is at Risk? Staff, participants, and members of the public.

What are the Risks?	Existing Safety Measures/Controls	Likelihood	Risk Rating
Hypothermia & Hyperthermia	<ul style="list-style-type: none"> • Uniform provided for Avon Tyrrell staff (PPE) • Instructors to equip themselves suitable for the prevailing conditions. • Shelters and taps with drinking water located at or near all activities to provide shade and hydration reducing the risk of overheating. • Guests are provided with suggested clothing for each session prior to participation. • Instructors to monitor groups and are aware of symptoms and actions to take to avoid situations arising from Hypothermia or Hyperthermia 		
Slips, trip, falls, cuts & grazes	<ul style="list-style-type: none"> • All areas maintained to a practical level in keeping with the environment for the activity in question (i.e., natural woodland for environmental sessions, clear footing where spotting is required etc.) • Area & activities visually inspected prior to sessions. • Instructors and guests will wear appropriate footwear for the activity in question. Unless otherwise stipulated trainers are the recommended footwear, 		

What are the Risks?	Existing Safety Measures/Controls	Likelihood	Risk Rating
	<p>but secure walking boots, wellington boots and shoes will be accepted for most activities.</p> <ul style="list-style-type: none"> • Clear instructor briefings and group control • Instructors aware of and use C.L.A.P throughout sessions. • Any individuals not adhering to Avon Tyrrell's safe working practices will be asked to refrain from participating until they are able to do so. • Participants are advised to wear long sleeves and trousers. • All Staff trained in appropriate spotting techniques. • Demonstrations or clear instructions given for all aspects of the sessions – participants may be used for this. 		
Equipment Failure	<ul style="list-style-type: none"> • Area & activities visually inspected prior to sessions. • Activities follow a comprehensive monthly / bi-monthly physical inspection regime. 		
Lack of communication leading to situation worsening	<ul style="list-style-type: none"> • A radio will be carried on sessions or located at the activity base. • Mobile phones (turned to silent) encouraged on session as a backup. • When operating offsite then a charged mobile phone must be carried • Procedures in place to support staff if an incident occurs. • DI on duty and monitors activities Team and delivery 		
Injuries through lifting heavy and awkward objects	<ul style="list-style-type: none"> • Training given to all staff prior to running the activities independently which includes manual handling techniques. • Where staff hold qualifications, the manual handling advice provided during this training must be carried out. • Staff are encouraged to work together and use equipment where necessary to aid lifting where possible. • Instructors demonstrates correct lifting and manual handling techniques. • Instructors to help with lifting and moving equipment. 		
Injuries to staff and guests due to improper	<ul style="list-style-type: none"> • Training will be provided to guests for all activities in line with the specific operating procedure for the activity. 		

What are the Risks?	Existing Safety Measures/Controls	Likelihood	Risk Rating
training	<ul style="list-style-type: none"> • Training will be provided for instructors; this will be done with external and internal training courses. • The delivery of session is monitored by a senior member of the activities team and feedback is given 		
Human error – groups not listening to briefings and taking in vital information.	<ul style="list-style-type: none"> • Full co-operation from group leaders in group control and discipline • Instructors can stop a session if they feel that group members are acting in a dangerous or irresponsible manner. • If there is an issue, there will be a senior member of staff available to assist. 		
Contracting Lime disease Ehrlichiosis, Babesiosis and Bartonella from ticks	<ul style="list-style-type: none"> • Groups are encouraged not to go through bracken, tall grass, or high vegetation. Especially between the high-risk months of May-June and September – October. • Groups are encouraged to wear long sleeves and trousers in the high-risk months when doing activities. • 'Tick twisters' available to assist in removal of ticks if found during visits and advice given to seek medical attention if any of the signs/symptoms appear. 		
Injury or death from vehicles	<ul style="list-style-type: none"> • Group leaders to be aware of traffic areas and be responsible for the group- setting boundaries and making their group aware of roads, tracks, and car parks, all of which are marked on the Avon Tyrrell map. • Speed limits around site 15MPH • Instructor running session to minimise time on or around roads or in car parks or where possible avoid. • Good group control. • Speeding drivers or inappropriate driving to be challenged by staff. 		
Injuries from Barbed wire (used across Avon Tyrrell's boundary to keep livestock out)	<ul style="list-style-type: none"> • Group leaders to be advised on arrival there are sections of barbed wire around the site, and these must have warning signs. • Group leaders to be responsible for the group, setting boundaries and making their group aware of hazards. 		
Getting lost and injured	<ul style="list-style-type: none"> • Group leaders to be responsible for the group, setting boundaries and making their group aware of hazards. • Avon Tyrrell has a lost person procedure that can be put into action if someone is missing. 		

What are the Risks?	Existing Safety Measures/Controls	Likelihood	Risk Rating
	<ul style="list-style-type: none"> On session the instructor will be familiar with the area they are using Instructors to maintain control over a group and regularly check numbers present 		
Manual handling injuries from moving equipment – Instructors and participants	<ul style="list-style-type: none"> Mechanical aids used to transport equipment- i.e., wheelbarrows. No particularly heavy equipment used. Good instructor briefing and awareness. Challenges chosen must be appropriate to the group. Instructor training and assessment procedures prior to running sessions independently. Annual manual handling training for staff 		

Low Ropes and Adventure Course Risk Assessment

Activity Low Ropes and adventure course Activity Session

What are the hazards?

- Inappropriate use and falling from the equipment.
- Rope burns
- Over balancing
- Wire splinters
- Crushing injuries
- Entrapment
- Wood splinters
- Head injuries
- Uneven Ground
- Back injuries due to Manual Handling
- Participants dropping one another.
- Volume of participants
- Falling equipment

Who is at risk?

Staff, participants, and members of the public

What are the Risks?	Existing Safety Measures/Controls	Likelihood	Risk Rating
Elements failing Resulting in injuries due to: <ul style="list-style-type: none"> • excessive weight • poor design • incorrect equipment use 	<ul style="list-style-type: none"> • A maximum of 3 participants on a wire at any time. • Mobile low ropes elements only set up under the supervision of a qualified instructor and in accordance with the Mobile Low Ropes Course training and manual. • The systems will be double checked before anyone uses the element. <ul style="list-style-type: none"> • Good instructor awareness • Limited people on each element at any one time. 		
Slipping from beams / bench / planks resulting in injury	<ul style="list-style-type: none"> • Teamwork encouraged. • Relevant instruction given. • Instructor/participants spotting throughout. • Helmets must be worn in Low Ropes. • Spotting should be encouraged throughout the Adventure Course & on Low Ropes. • Soft ground cover around activity areas. • Help and advice given as required. • Good instructor awareness 		
Wire Splinters	<ul style="list-style-type: none"> • All participants told not to hold on to or touch wires. • Participants spotted throughout. 		

What are the Risks?	Existing Safety Measures/Controls	Likelihood	Risk Rating
	<ul style="list-style-type: none"> • Help and encouragement offered when necessary. • Regular Internal and external annual inspections check for any broken wires 		
Entrapment of Limbs / fingers	<ul style="list-style-type: none"> • Groups shown how to correctly access and travel on elements. • Instructor vigilance and assistance throughout. 		
Hit by moving objects including other participants	<ul style="list-style-type: none"> • Clear instructor briefings and group control. • Instructor vigilance at all times • Hard edges softened where possible. • Trees overhanging the course inspected and dead wooded annually. • Helmets must be worn in Low Ropes • Instructor to assist with lifting of equipment/participants as required. 		
Falling from elements	<ul style="list-style-type: none"> • On Adventure Course, groups remain close to the floor on elements. Where elements are higher, these are used if age appropriate for the group, the group have a high level of maturity and it is weather appropriate. • Soft ground cover around activity base. • Thorough briefings given. • Correct methods of traversing given during the briefing. • Participants moving on wire must have a spotter. • Good instructor awareness of what participants are doing. • Participants encouraged to step down instead of falling off. • Participants advised not to lunge for platforms. 		
Lifting others	<ul style="list-style-type: none"> • Groups should not be lifting each other in the Adventure Course. On the Up & Over wall, groups must be of a set age and considered mature by the instructor (See SOP). The group is there to provide a foot hold / support. They are not there to lift the participant over the wall. • Correct techniques applied. • Lifting with legs, keeping back straight. • All participants wearing helmets. • Instructor talks through and demonstrates as required, correct lifting practice. • Instructor aware and assisting if required. • Instructor to make sure that appropriate people are lifting and being lifted. 		

What are the Risks?	Existing Safety Measures/Controls	Likelihood	Risk Rating
	<ul style="list-style-type: none"> People should be lifted feet first so that when lowered to the fall their feet are there first. 		
Spotters/catchers dropping the participant on trust falls – leading to head, back injuries to the faller, arm injuries to catchers also clashing heads.	<ul style="list-style-type: none"> Trust Falls should not take place during Adventure Course sessions. Helmets worn throughout Low Ropes sessions and during this activity. No falls to take place until the instructor is happy everyone is prepared. Soft ground cover. Relevant instruction given and all instructors to assist in catch. Instructor to make sure everyone is positioned correctly and that there are appropriate numbers available to catch. Falls to take place from no higher than 1.5 meters. 		
Injuries to spectator	<ul style="list-style-type: none"> Spectators should be positioned a suitable distance from the activity to not interrupt or be affected by the actions of the participants- unless assisting with spotting or physically assisting with the session. 		

Archery Risk Assessment

Activity: Archery Activity Session

What are the hazards?

- Projectiles flying through the air.
- Removing arrows
- Slips, trips, and falls
- Bow
- Arrows on the range
- Bow string causing injury.

Who is at risk?

Staff, participants, and members of the public.

What are the Risks?	Existing Safety Measures/Controls	Likelihood	Risk Rating
Bruising on the inner forearm from the bow string when shooting	<ul style="list-style-type: none"> • Arm braces must be worn by all participants. • Correct shooting techniques must be taught. • Full length arm bracers are available if needed. • Good Instructor awareness • Encourage long sleeves to be worn 		
Arrows rebounding	<ul style="list-style-type: none"> • Minimum shooting distance marked out. • All group members instructed to stay behind the waiting line if not shooting. • Closed toed footwear to be worn 		
Public walking on to range	<ul style="list-style-type: none"> • Warning signs behind the ranges • Limited entry points to both ranges • Instructor vigilance • "stop" command briefed. 		
Inappropriate shooting	<ul style="list-style-type: none"> • Instructors to give clear briefings appropriate to the needs of the group and to inform all individuals of the consequences of purposefully ignoring these. • Bows and Arrows separated when not in use. • Demonstrations given for all aspects of the sessions. • Good instructor monitoring 		
Overdrawing	<ul style="list-style-type: none"> • All arrows are long enough for adults to use to prevent over drawing. • Good Instructor awareness 		

What are the Risks?	Existing Safety Measures/Controls	Likelihood	Risk Rating
Impalement whilst removing arrows from the target	<ul style="list-style-type: none"> At the instructor's discretion the group will be able to remove their own arrows from the target, but this will only be allowed if the instructor is confident in their ability to do so safely. A full demonstration and brief will be given. The instructor must be vigilant throughout 		
Facial injuries, in particular eye injuries and/or fiberglass splinters caused by faulty or worn equipment or as a result of inappropriate use.	<ul style="list-style-type: none"> No dry releasing of bows Regular safety checks and maintenance of all archery equipment Clear instruction and demonstrations Good instructor awareness and vigilance 		
Injuries/Fatalities due to overshoot injuries	<ul style="list-style-type: none"> Tyres at the side of the range, earth mounds and tyres behind targets Nets defining the back and sides of the range catching most common overshoots and wayward shots. Warning signs and/or danger flags behind the ranges marking the boundaries of a large overshoot area. Neighbours informed of the location of any Archery range. Instructor to give briefings and to stop anybody who purposely shoots over the netting from continuing the session. Co-operation in group control by group leader 		
Damage of vehicles on nearby drive and vehicle related injuries	<ul style="list-style-type: none"> Co-operation in group control by group leaders. Speed restriction signs posted near range 1. Good group control by leader and instructor 		
Walking into arrows that did not make it to the target causing injuries to the shins.	<ul style="list-style-type: none"> Groups instructed to walk down the side of the range. Arrows on the floor should be picked up after collecting arrows from target. Good group control by instructor 		

On & Offsite Navigation Risk Assessment

Including Orienteering, Animal Orienteering, Treasure hunt & Geo Caching

Activity Navigation Activity Session

What are the hazards?

- Uneven Ground
- Obstacles on the ground, above the head
- Water
- Poor weather
- Getting lost

Who is at risk?

Staff, participants, and members of the public.

What are the Risks?	Existing Safety Measures/Controls	Likelihood	Risk Rating
Straying into dangerous areas that may result in injury or death.	<ul style="list-style-type: none"> • Orienteering course A and Treasure hunt green course avoid proximity to water. • If using orienteering course B, Treasure Hunt blue and red which takes them behind the lakes, it is recommended that a group leader is positioned at a designated point near the lakes to oversee safety of the group. • There are life rings positioned around the banks of both lakes. • Good instructor briefing to participants on hazards. • No groups are allowed to stray behind the boundary fences of the site. • Certain areas are marked as out of bounds to guests such as the Workshop, archery overshoot area and Staff accommodation. • First aid kits carried by instructors. • Group leaders to help determine whether it is suitable/appropriate for the participants to be set off without direct adult supervision. If unsure, 		

	they should be accompanied or stay as a group.		
Getting lost – leading to hypo / hyperthermia, panic, and disorientation	<ul style="list-style-type: none"> • Participants have a designated, easily identifiable meeting point for easy reference. • Careful well briefed timekeeping • End of session/section signalled by blowing a whistle to call all participants back. • First aid kits carried by instructors. • Participants should be briefed during the introduction regarding boundaries of activity and adhering to areas that have no entry or staff only signs. • Provide groups with maps and show how to orientate them to features of the site. • Instructor familiar with the location. • Offsite form completed which will include. <ul style="list-style-type: none"> ▪ Map ▪ Route ▪ Weather forecast ▪ Emergency escape points ▪ Group information ▪ On site contact details ▪ Offsite emergency Action Plan ▪ Timing of session • Start time. • Finish time • Call in times. • Instructor to carry spare food, water, clothes, Radio and charged Mobile phone when traveling offsite. 		
Extreme Weather leading to hypo/hyperthermia. Also in strong winds, possibilities	<ul style="list-style-type: none"> • All activities called off in severe weather. This is designated by above Force 6 winds or higher and Thunder & Lightning storms. 		

of falling debris from trees.	<ul style="list-style-type: none"> Onsite courses keep participants no more than 5 minutes' walk from a point of shelter. Exposure blankets available from reception. In extreme heat and sunshine, all groups are advised to drink plenty of water, which is readily available, and wear sun cream and hats. First aid kits carried by instructors. Drinking water readily available around the site 		
Broken bones from vehicle related injuries.	<ul style="list-style-type: none"> Good participant awareness and briefing to be particularly aware if using tracks used by vehicles. Speed restrictions apply on site. First aid kits carried by instructors. 		
Groups with limited mental capacity not understanding safety rules	<ul style="list-style-type: none"> In cases where the participants have learning difficulties, participants should be always accompanied by their group leaders 		
Injuries arising from contact with animals	<ul style="list-style-type: none"> Animals to be treated with respect and caution. Groups not to feed or approach animals. Staff and participant will wear sturdy footwear. First aid kit carried by instructors. 		
Injuries / damage to animals i.e., ground nesting birds	<ul style="list-style-type: none"> Group encouraged to stick to paths. All notices displayed by the forestry commission adhered too 		
Bite from Snakes	<ul style="list-style-type: none"> Instructor briefed to remove group from area if snake is spotted. Suitable footwear (no sandals or flip flops) Emergency vehicle on standby 		
Contraction of Lyme's Disease due to ticks	<ul style="list-style-type: none"> All participants advised to wear long sleeves/trousers when using areas with lots of bracken. 		

	<ul style="list-style-type: none"> • Group advised to check for ticks following sessions and group leaders informed of best methods of removal and symptoms of Lyme's disease. • Further information is available in the training and resource folder located in the coach house 		
Excessive stress due to fear of the dark	<ul style="list-style-type: none"> • Respect the participants' fears and encourage them to face them while reassuring them. • DO NOT force an individual to participate in an activity such as a solo walk in the Rhododendron tunnel. • DO NOT deliberately scare participants. • Torch to be carried. 		
Injuries deteriorating because the first aider is not able to see what they are doing because it's too dark	<ul style="list-style-type: none"> • A torch is to be carried within the group during all sessions. • First aid kit carried. • On call staff available to support if needed. 		
An instructor being unable to recognise ANY of the hazards discussed in the General Risk Assessment due to the lack of light (including medical problems, injury, and separation)	<ul style="list-style-type: none"> • Maintain a regular check on the group through headcounts both visually (where possible) and through a "roll call" (e.g., assign each member of the group a number at the start of the session and have them call them out in order on command) • The instructor should be familiar with the route and aware of main hazards that may be presented (for example ponds) • Encourage group members to "watch out" for each other – e.g., advise each other of potential hazards and let staff member know if an individual shows signs of distress or illness 		

Lack of support staff	<ul style="list-style-type: none"> • Always ensure that the staff member on call is aware of the night walk and will be monitoring the radio. • Give the expected time of finishing the session and radio the member of staff on call at the start and end of the activity. • Mobile phone to be carried in case of radio failure. 		
Scolding/ burning from hot water	<ul style="list-style-type: none"> • Ensure only instructor opens flasks and that the lid is replaced securely. • Instructor to test tea prior to group. 		

Problem Solving, Ice breaker and Trust Walk Risk Assessment

Activity: Problem Solving, ice breaker games and Trust Walk Activity Sessions

What are the hazards?

- Unauthorised Use
- Vandalism
- Slips, Trips and Falls
- Items falling from height/being hit by moving objects.
- Injury caused by handling equipment.
- Adverse weather conditions
- Human error, inappropriate use of equipment.
- Walking into objects while blindfolded
- Collisions with objects whilst blindfolded.
- Eye irritation from blindfolds
- Participant injury from trust falls

Who is at risk?

Staff, participants, and members of the public.

What are the Risks?	Existing Safety Measures/Controls	Likelihood	Risk Rating
Walking into objects while blindfolded. Being hit by moving objects whilst blindfolded.	<ul style="list-style-type: none"> • Clear instructions are given. • Instructors remain vigilant throughout and stop participants getting into danger. • Instructor training and assessment procedure prior to running independently. • Clear instructor briefings and awareness. • Instructor training and assessment procedures prior to running sessions independently. • Where appropriate the use of goggles can be used for eye protection • Clear location chosen 		
Handling rough equipment such as ropes and wire leading to cuts, rope burns, strangulation, and injuries from heavy equipment	<ul style="list-style-type: none"> • Instructors vigilant throughout, groups told not to wrap ropes around wrists. • Clear instructor briefing and overall awareness. • Instructor training • Good instructor brief and awareness. • Instructors vigilant throughout, immediately able to stop or adapt any unsafe practice. 		

What are the Risks?	Existing Safety Measures/Controls	Likelihood	Risk Rating
	<ul style="list-style-type: none"> Heavy objects such as poles are carried by at least 2 people. Good instructor positioning for maximum coverage. Boundaries are set to keep participants within the instructor's line of sight. Instructor training and assessment procedures prior to running sessions independently. 		
Eye irritation caused by reaction to blindfold fabric or washing powder	<ul style="list-style-type: none"> No participants are forced to use blindfolds. Safety goggles are provided, or participants are given the option to simply close their eyes. Hypo-allergenic washing powder is used when laundering the blindfolds. Instructor vigilance for irritation. Medical information is available. Participants encouraged to keep their eyes closed while wearing blindfolds 		
Participants emotional wellbeing by wearing of blindfolds/goggles	<ul style="list-style-type: none"> The ethos 'challenge by choice' should be followed during this session, with no participant being forced to wear a blindfold/goggle against their will. If a participant refuses to wear the safety goggles, this may restrict their participation in the session, or restrict the areas the groups are able to use. This decision should be made by the instructor in accordance with the needs of the group and group leader. 		
Splinters from wood	<ul style="list-style-type: none"> All equipment is checked prior to use for splits, cracks, and rough surfaces. All poles purchased are treated and smooth. Instructors remain vigilant throughout the sessions. All staff are first aid qualified with easy access to a first aid kit. 		

Pioneering Risk Assessment

Activity: Pioneering Activity Sessions

What are the hazards?

- Unauthorised Use
- Vandalism
- Slips, Trips and Falls
- Items falling from height/being hit by moving objects.
- Injury caused by handling equipment.
- Adverse weather conditions
- Human error, inappropriate use of equipment.

Who is at risk?

Staff, participants, and members of the public.

What are the risks?	Existing safety measures/controls	Likelihood	Risk Rating
Handling rough equipment such as ropes and wood leading to cuts, rope burns, strangulation, and injuries from heavy equipment	<ul style="list-style-type: none"> • Instructors vigilant throughout, groups told not to wrap ropes around wrists. • Instructor immediately able to stop or adapt any unsafe practice. • Clear instructor briefing and overall awareness. • Instructor training • Heavy objects such as poles are carried by at least 2 people. • Good instructor positioning for maximum coverage. • Boundaries are set to keep participants within the instructor's line of sight. • Instructor training and assessment procedures prior to running sessions independently. 		
Inappropriate use of equipment	<ul style="list-style-type: none"> • All equipment packed away at the end of the day. • Vigilant Instructors and intervention if necessary. • Instructors authorized to stop sessions if groups pose potential risks to themselves or others. 		

	<ul style="list-style-type: none"> Instructor training and assessment procedures prior to running sessions independently 		
Entrapment caused by structural collapse of pioneering structures or movement	<ul style="list-style-type: none"> All instructors aware of suitable designs and training to highlight any areas of concern, where additional supervision or guidance may be required. No person may climb on the structures All staff first aid qualified with easy access to a first aid kit. Instructor vigilance and good group control 		
Flying objects / backfire from bungee	<ul style="list-style-type: none"> A waiting line is marked behind the catapults that only people shooting can cross. No one is allowed in front of the catapults unless everyone has finished shooting. Elastic bungee for shooting is tied on by the instructor and checked throughout the session to ensure it is secure 		

Mountain Biking (not Pump & Gravity) Risk Assessment

Activity Instructor Led Mountain Biking (not pump, Gravity or North shore)

What are the hazards?

- Falling from bicycles
- Collisions
- Trips, Slips, and falls from the unstable environment.
- Injury from Bike
- Vehicles
- Projectiles in air
- Groups becoming lost.
- Equipment Failure
- Forest Animals, horses, and ponies
- Obstacles on tracks (i.e. branches etc.)
- Horseplay by participants

Who is at risk? Staff, participants, and members of the public.

What are the Risks?	Existing Safety Measures/Controls	Likelihood	Risk Rating
<p>Falling from bicycles and collisions due to loss of control of bike.</p> <p>Pedestrians on track and entrance to track.</p> <p>Too many riders on (parts of) track.</p> <p>Bikes travelling in opposing directions, debris/litter on track.</p> <p>Dips slopes and bends in the course.</p>	<ul style="list-style-type: none"> • Clear instruction in bike control and sensible speed to reduce likelihood of falls. • Instructor to guide group on 'walk through' of track at start of session. This is done: <ul style="list-style-type: none"> ◦ When appropriate at the discretion of the instructor ◦ When entering difficult section of the course. • Clearly marked entrance to track • Clearly marked one-way system. • Instructor knowledge of the tracks. • Good communication • Groups will go through an induction process to assess individual's needs. • Dynamic continuous risk assessments based on the groups needs and sessions adapted to cater to the least skilled member of the group. • Each participant will wear a helmet. • Groups will be made aware that other people use the tracks. • Passing will be done under control and groups will push bikes past if necessary. 		

What are the Risks?	Existing Safety Measures/Controls	Likelihood	Risk Rating
	<ul style="list-style-type: none"> Managing group bike speed 		
Head/eye injuries caused by low branches/twigs, signs, and trees on course	<ul style="list-style-type: none"> Compulsory use of helmets. Signs and markers on course above/below head height when riding. Checks are also done on the bike track after extreme weather i.e., strong winds to check for fallen branches or trees. 		
Injury from bike due to poorly maintained equipment or inexperience in mountain biking.	<ul style="list-style-type: none"> Centre equipment to be regularly checked and maintained. Instructors will carry basic tools to carry out on route maintenance such as punctures and minor issues. Participants using their own bike do so at the discretion of the instructor, the responsibility for the bike lies ultimately with the participant. Instructor to assess level of participants experience and give help accordingly. Variety of routes available – Blue- beginner and red for riders that have shown good control 		
Vehicle Related Injuries	<ul style="list-style-type: none"> Co-operation in group control by group leaders. Speed restrictions enforced. Good instructor awareness. 		
Participants becoming lost	<ul style="list-style-type: none"> Clear instructions and communication between participants and instructor. Use of signs to indicate direction of track. Regular head counts Instructor to position themselves in point of most usefulness. 		
Human error or individuals not listening to or understanding briefings.	<ul style="list-style-type: none"> All instructors running sessions to be qualified. Full co-operation from group leaders in group control and discipline. Translators available if required Booking information to support session planning. 		
Falling off Bridge over lake run off	<ul style="list-style-type: none"> The bridge is sturdy and strong with barriers preventing either bike or rider coming off. 		

What are the Risks?	Existing Safety Measures/Controls	Likelihood	Risk Rating
	<ul style="list-style-type: none"> There is an alternative route if required. 		
Injuries due to animals	<ul style="list-style-type: none"> Groups will pass slowly, giving plenty of room for the animal to move away. 		
Having an accident involving other road users through poor group control	<ul style="list-style-type: none"> Cycle groups will be organised to travel in a single file manner whilst on the road. Groups will ride to the left and keep close together to travel as one block. The instructor will be positioned at the rear of the group and will communicate messages forwards about any vehicles that are overtaking. 		
Collisions into other users	<ul style="list-style-type: none"> Directions signs place around track Safety rules shared with group before starting riding and reinforced. Track signage to incorporate natural loops 		
Injuries from overestimating abilities on parts of the track; potentially jumping and landing awkwardly	<ul style="list-style-type: none"> Instructor to gauge the groups abilities and use the track appropriately. A mountain bike session is for riding only; there will be no jumping and the use of the pump, gravity and north shore are not to be used on typical sessions 		

Pump and Gravity track and QE Country Park for instructor led sessions Risk Assessment

Activity Pump, Gravity tracks Instructor led sessions

What are the hazards? Poor equipment condition
Skill level of rider
Pump track
Gravity track
Debris on track

Who is at risk? Staff, participants, and members of the public.

What are the Risks?	Existing Safety Measures/Controls	Likelihood	Risk Rating
Poor equipment resulting injury	<ul style="list-style-type: none"> Avon Tyrrell equipment is well maintained and regularly checked by qualified staff. Basic functionality test carried out prior to issue. Participants encouraged to highlight any issues with instructor straight away. Participants wanting to use their own bikes and helmets can do so if the instructor deems them safe and suitable to use. 		
Injuries resulting from rider's lack of skills, such as riding off track at speed and landing poorly from jumps	<ul style="list-style-type: none"> All participants will undergo a skills check before going on the pump and gravity tracks, this is normally done by completing a warmup ride on the blue/ red trails if on-site or the QE skills area. Participants will start on the pump track before progressing onto the gravity track. Good instructor monitoring and dynamically risk assessing the most appropriate track for the individual/group's skills. Instructor to limit the speed on practice descents of the gravity track. 		
Pump track- collisions causing harm to riders	<ul style="list-style-type: none"> Instructor to brief the participant that the pump track and trails may only be used in one direct. There may only be a maximum of two riders on the Pump track at a time. First aid kit carried, and instructor trained in first aid. 		
Pump track-	<ul style="list-style-type: none"> Participants taught about the correct riding style. 		

What are the Risks?	Existing Safety Measures/Controls	Likelihood	Risk Rating
pedal hitting the top of the bumps through improper riding style	<ul style="list-style-type: none"> • Good instructor awareness 		
Injuries through improper tuition / training	<ul style="list-style-type: none"> • All staff offering training on the pump and gravity track will have a mountain biking qualification and additional training. • On-going staff monitoring • Participants must be at least 12 years old to have a Pump & Gravity track induction. 		
Injuries through damage / wear and tear on track	<ul style="list-style-type: none"> • Pump, Gravity tracks is ridden every 2 weeks to check for any damage and is logged. Any necessary repairs carried out. • Participants are made aware of any issues and closed areas of the track. • Instructor to check the Pump and gravity track before letting participants ride it. 		

Bush craft & Campfire Risk Assessment

Activity: Bush craft & Campfire

What are the hazards?

Timber, Tree roots, Branches, etc.
 Bracken, Sweet chestnuts, Pinecones
 Poisonous Wild Foods
 Nettles
 Weather
 Kelly Kettles
 Boiling water
 Fire
 Tools – predominantly knives and saws

Who is at risk? Staff, participants, and members of the public.

What are the Risks?	Existing Safety Measures/Controls	Likelihood	Risk Rating
Being hit on the head by timber, due to a dangerous carrying technique, or the shelter collapsing. Suffering eye damage from branches or twigs carried at eye level	<ul style="list-style-type: none"> Helmets may be worn at the discretion of the instructor. If participants are asked to wear helmets, the instructor must also wear a helmet. Participants should be instructed in a safe carrying technique i.e., never carry timber above shoulder height and care taken when turning with the wood to prevent contact with other people. At all times participants are required to take general care in their actions and this is monitored by the instructor and group leader. Good instructor awareness 		
Sweet chestnut cases or rubbish in leaf litter puncturing and/or irritating the skin.	<ul style="list-style-type: none"> Participants should be advised to take care when gathering leaf litter. Litter will be collected and placed in the bin whenever encountered 		
Exposure to carcinogenic spores from bracken during late summer and autumn. Attempts to pull up bracken leading to	<ul style="list-style-type: none"> Participants advised NOT to pull up bracken for use on their shelters and if they do the instructor will clearly brief the likelihood of cutting hand and how to pick it safely. First aid kit available and instructor trained. 		

What are the Risks?	Existing Safety Measures/Controls	Likelihood	Risk Rating
cut hands			
Stings from Nettles during collection/preparation	<ul style="list-style-type: none"> Before collecting nettles, the group will be shown the best method of collection. Gloves/rags will be made available to minimise stinging 		
Eating inedible/poisonous plants and fungi	<ul style="list-style-type: none"> Group warned against eating anything from the wild unless they are certain of what it is or have been advised of its fitness to eat by an accompanying expert. Instructor only to provide samples of food they can positively identify, as being safe for consumption. Particular care must be taken with fungi. Instructor to be aware of any food allergies within the group before preparing/giving out any edible items- both wild foods and items being made on the session such as damper bread. If unsure, check with the group leader. 		
Fire – spreading / setting light to the peat under ground	<ul style="list-style-type: none"> Fires only to be lit in appropriate locations, i.e., on a clear site with no overhanging trees and either in a fire pit or raised off the ground. Fires not to be left unattended at any time. An adequate supply of water and a fire blanket to be always on session. Fire to be extinguished before leaving the site. 		
Scalding/burns by fire/hot food/pots/liquid	<ul style="list-style-type: none"> Area immediately around a fire (the fire circle) should not be walked through; only individuals tending to the fire should be in close proximity and they must be invited in by the instructor. If necessary, a 'restricted' area will be physically marked out. Instructor to make participants aware of safe fire lighting techniques and the effect of wind direction, etc. Instructor to judge whether handling of hot items is appropriate by group. 		

What are the Risks?	Existing Safety Measures/Controls	Likelihood	Risk Rating
	<ul style="list-style-type: none"> • If necessary, participants may aid in the preparation of food, but only adults will be able to cook the food or handle pots. • Individuals are briefed on how to safely cook and eat marshmallows. • Groups to be reminded at the start of the activity not to handle metal pots/kettle once they have been over a fire. • Oven gloves to be provided where pots need to be handled 		
Burns during friction fire-lighting	<ul style="list-style-type: none"> • Correct method will be demonstrated, and the activity carried out under the direct supervision of the instructor. • Group will be advised that the drill can still reach very hot temperature, even before smoke has been generated and therefore a suitable level of care taken in handling the drill. • Gloves to be made available for handling the nest if required. 		
Burns / Scalds from Kelly Kettles	<ul style="list-style-type: none"> • Group to be reminded that metal heats up quickly and not to touch the kettle once the fire has been lit. • Twigs to be added through the top hole in the Kelly kettle from the side, no hands should go directly over the top hole of the Kelly kettle. • Kettle should never be boiled with the cork fitted inside the spout. • The spout should not be positioned over the hole in the base pot. • Group to communicate when blowing into the fire to provide oxygen, so no fuel is added at this point in case embers gets blown upwards. • The instructor to mark out/ explain the area in front of the Kelly kettle waterspout, where hot water may splash out when the kettle boils and ensures no one stands or walks through this area. 		

What are the Risks?	Existing Safety Measures/Controls	Likelihood	Risk Rating
	<ul style="list-style-type: none"> When removing the kettle from the base pot, the handle should be held horizontally, with one hand on either side. Boiling water should be poured with one hand on the handle and one hand pulling up the chain. Cups should always be placed on a flat/sturdy surface rather than being held in case of spillage. 		
Cuts from knives or saws	<ul style="list-style-type: none"> Instructor to judge whether tool use is appropriate for the group. Tool safety talk and demonstration to be given before using any tool with a group. All tools to be kept in protective covers whilst not in use. Group members must be sat down with elbows on knees or kneeling behind a stump when using knives and at least 1m away from the nearest person. Always cut away from the body. Tools to be regularly checked, maintained, and kept in good condition. All tools should be visually checked before being taken onto session. Group members should be encouraged to visually check a tool before use. Instructor to account for all tools at the end of the section/session. 		
Entrapment / cuts when opening and closing of folding saws	<ul style="list-style-type: none"> Instructor to demonstrate safe opening and closing of the saws. When opening a folding saw, the tool should be orientated so that the blade faces away from the individual. When closing the saw, care should be taken to ensure that fingers are not overlapping the slot where the blade will close into 		
Injury through inappropriate carrying of tools	<ul style="list-style-type: none"> Tools should always be carried one at a time, in the appropriate manner (usually at the point of balance) – see individual tool information sheets. 		

What are the Risks?	Existing Safety Measures/Controls	Likelihood	Risk Rating
	<ul style="list-style-type: none"> Where lots of tools need to be transported, they should be placed in an appropriate bag / container with safety guards on 		
Tools being left unaccounted for	<ul style="list-style-type: none"> All tools taken onto session should be stored in an appropriate receptacle. Tools should always be counted in and out; before, during and after use. When using tools with participants, the instructor should always be aware of how many tools are in use at one time. Knives have yellow electrical tape on the handle and on the sheath, so they stand out against the floor. 		
Injury when sawing due to an unstable sawing base	<ul style="list-style-type: none"> Wherever practical, the item being sawn should be raised off the ground onto a sawhorse. The non-sawing hand should be placed away from the line of cut, on the side that will remain once the cut has been made 		
Food poisoning and germs contracted from unclean hands and food preparation	<ul style="list-style-type: none"> Make sure all the group wash and disinfect their hands before participating in any cooking or eating activities. Instructor to ensure all food is prepared in a hygienic way on cutting boards. Instructor to ensure food is cooked thoroughly and is hot when served. Instructor to ensure all food is stored in cool dry containers in a secure cabinet. Ensure all participants wash their hands at the end of the session 		
Injuries deteriorating because the first aider is not able to see what they are doing because it's too dark	<ul style="list-style-type: none"> Torch is to be carried within the group on all sessions. On call staff available to support if needed. Instructors will be first aid trained. 		
The member of staff on call unaware of the Campfire and in the event of an	<ul style="list-style-type: none"> ALWAYS ensure that the staff member on call is aware of the Campfire and that they will be monitoring the radio. 		

What are the Risks?	Existing Safety Measures/Controls	Likelihood	Risk Rating
emergency no member of staff monitoring the radio and therefore no assistance being available	<ul style="list-style-type: none"> Give an expected time of finishing the session and radio the member of staff on call at the start and on completion of the activity. Personal mobile phone recommended to be carried in case of radio communication breakdown. 		

Shelter Building Risk Assessment

Activity: Shelter Building

What are the hazards? Timber, Tree roots, Branches,
Bracken, Sweet chestnuts, Pinecones
Helmets
Weather

Who is at risk? Staff, participants, and members of the public.

What are the Risks?	Existing Safety Measures/Controls	Likelihood	Risk Rating
Being hit on the head by timber, due to a dangerous carrying technique, or the shelter collapsing. Suffering eye damage from branches or twigs carried at eye level	<ul style="list-style-type: none"> Main structural beams for natural shelters are fixed in place by Avon Tyrrell Instructors and inspected prior to the sessions. Participants should be instructed in a safe carrying technique i.e., never carry timber above shoulder height and care taken when turning/placing down the wood in order to prevent contact with other people. At all times Participants are required to take a general care in their actions which is monitored by the instructor and group leader. Groups are split into small teams when building shelters so they can be more spread out. For young groups (Under 12), it is recommended either hammocks are used on the session or mini shelters are made. 		
Sweet chestnut cases in leaf litter puncturing and/or irritating the skin. Rubbish with sharp edges hidden in the leaf litter causing injury	<ul style="list-style-type: none"> Participants should be advised to take care when gathering leaf litter. Litter will be collected and placed in the bin whenever encountered 		
Cuts from bracken and inhalation of carcinogenic spores	<ul style="list-style-type: none"> Group warned about bracken cuts and areas with bracken avoided during late summer and autumn when spores released 		

Animal Tracks and Signs Risk assessment

Activity: Animal Tracks and Signs session

What are the hazards?

- Animal Droppings, bones, remains.
- Rabbit holes, branches, and logs
- Fungi
- Bracken
- Rough Ground
- Bikes

Who is at risk? Staff, participants, and members of the public.

What are the Risks?	Existing Safety Measures/Controls	Likelihood	Risk Rating
Handling animal droppings/ bones/ remains and contracting illness from the contact	<ul style="list-style-type: none"> • Participants to avoid handling droppings, etc. • Where necessary, the instructor to handle bones, etc. • Hands must be washed following the activity 		
Inhalation of toxic spores from fungi (e.g., earth-balls)	<ul style="list-style-type: none"> • Group told not to touch any fungi and to ask instructor if unsure about an object they have found 		
Cuts from bracken and inhalation of carcinogenic spores	<ul style="list-style-type: none"> • The group warned about bracken cuts. • Instructors to warn group about spores in late summer and autumn and to try to avoid these areas 		
Being knocked over by bikes whilst on the bike track	<ul style="list-style-type: none"> • Instructor to be vigilant when on bike track. • Inform participants that they are on a bike track and to move off the track if they see a bike. • Keep group together and within eyesight. • Were possible to keep the group off the main track. • Bike track clearly marked to ensure that riders stick to designated areas 		

Discovery Walk Risk Assessment

Activity: Discovery Walk

What are the hazards?

- Items found for smelly cocktails.
- Smelly cocktail
- Sharp objects
- Blindfolds
- Mirrors
- Uneven ground
- Bracken
- Hot water
- Lakes & Ponds
- Bad Weather
- Eating poisonous plants

Who is at risk?

Staff, participants, and members of the public.

What are the Risks?	Existing Safety Measures/Controls	Likelihood	Risk Rating
Participant drinking 'smelly cocktail' and contracting illness	<ul style="list-style-type: none"> • Emphasise the cocktail is a smelling cocktail only not a drinking cocktail. • Instructor to emphasis danger of poisonous items such as fungi 		
Eating Poisonous plants	<ul style="list-style-type: none"> • Group to be always watched to control. • Group informed not to put anything in their mouth unless invited by instructor in charge. 		
Handling animal droppings, bones, soil, remains and contracting illness from the contact	<ul style="list-style-type: none"> • Instructor to ensure participants avoid handling droppings, etc. • Hands must be washed following the activity. 		
Tripping over and falling	<ul style="list-style-type: none"> • The group advised about rough terrain and to tread carefully, told not to run. • All areas maintained acceptable conditions for the activity in question (i.e., natural woodland for environmental sessions, clear footing where spotting is required etc.) • Instructors and participants should wear appropriate footwear. • Blindfolded people to be guided by someone who can see and instructor to monitor group behavior. 		

What are the Risks?	Existing Safety Measures/Controls	Likelihood	Risk Rating
Cuts and stings from brambles, stinging nettles	<ul style="list-style-type: none"> Areas with high density of these plants to be avoided, Group warned of plants presence. 		
Scratches or eye injuries from low branches	<ul style="list-style-type: none"> Warn participants about low branches and to tread carefully. Good briefing for taking part in blindfold activities. 		
Cuts/ gashes from sharp objects in leaf litter	<ul style="list-style-type: none"> Litter picks to be carried out on a regular basis by staff 		
Inhalation of toxic spores from fungi (e.g., earth-balls).	<ul style="list-style-type: none"> The group told us not to touch anything but to ask the instructor if unsure about an object they have found. 		
Cuts from bracken and inhalation of carcinogenic spores	<ul style="list-style-type: none"> The group warned about bracken cuts. Instructors to warn groups of spores in late summer and autumn and to try to avoid these areas. 		
Scolding/ burning from hot water	<ul style="list-style-type: none"> Ensure only instructor opens flasks and that the lid is replaced securely. Instructor to test tea prior to group. 		

Mini Beasts Session Risk Assessment

Activity: Mini beats session

What are the hazards?

- Logs
- Rabbit holes, branches, and roots
- Sharp objects
- Bracken
- Rough Ground
- Poor Weather
- Proximity to Water
- Wet ground
- Adders

Who is at risk?

Staff, participants, and members of the public.

What are the Risks?	Existing Safety Measures/Controls	Likelihood	Risk Rating
Sharp objects buried in leaf litter including sweet chestnut cases.	<ul style="list-style-type: none"> • Warn participants to be careful when sifting through leaf litter. • All litter should be picked up and removed when noticed. • Regular litter picks 		
Scratches or eye injuries from low branches	<ul style="list-style-type: none"> • Warn participants about low branches and to tread carefully. 		
Cuts from bracken and inhalation of carcinogenic spores	<ul style="list-style-type: none"> • The group warned about bracken cuts and areas with bracken avoided during late summer and autumn when spores are released. 		
Contraction of Lyme's Disease due to ticks	<ul style="list-style-type: none"> • All participants advised to wear long sleeves/trousers when using areas with lots of bracken. • Group advised to check for ticks following sessions and group leaders informed of best methods of removal and symptoms of Lyme's disease. • Further information is available in the training and resource folder located in the coach house 		
Bite from Snakes	<ul style="list-style-type: none"> • Instructor briefed to remove group from area if a snake is spotted. 		

Pond Dipping Session Risk Assessment

Activity: Pond Dipping session

- What are the hazards?**
- Pond
 - Equipment
 - Weather
 - Debris
 - Disease

Who is at risk?

Staff, participants, and members of the public.

What are the Risks?	Existing Safety Measures/Controls	Likelihood	Risk Rating
Exposure to contaminated water leading to "Weil's" disease (leptospirosis)	<ul style="list-style-type: none"> • Covering open cuts with micropore tape/plaster or wearing gloves during the activity should protect participants. • Touching the mouth, eyes or nose should be avoided during the activity. • Groups should be encouraged to wash their hands and face after sessions, to reduce the likelihood of contracting the disease. • Further information on Weil's disease can be found in the Training and Resource folder in the coach house. 		
Drowning	<ul style="list-style-type: none"> • Clear boundaries to be set to ensure participant stay in area with a railing. • Throw lines to be carried on all sessions. • First aid kits and radios are to be carried in case of emergency. • The water depth is about 1 metre. 		
Tripping over and falling	<ul style="list-style-type: none"> • Equipment should be set up away from the pond to avoid people tripping over. • The number of people around the edge of the pond should be minimised, one member from each group only. • All areas maintained acceptable conditions for the activity in question (i.e., natural woodland for environmental sessions, clear footing where spotting is required etc.) • Instructors and participants should wear appropriate footwear 		

What are the Risks?	Existing Safety Measures/Controls	Likelihood	Risk Rating
Incorrect use of long handled nets	<ul style="list-style-type: none"> Demonstrate correct use of net to participants; stress how important it is to be aware of who is behind you, and how to carry net safely. 		

Disco Risk Assessment

Activity

Disco Activity Session

What are the hazards?

- Heavy Equipment, Lifting, Manual Handling
- Electrical Equipment
- Trip Hazards, cables
- Equipment Failure, Falling Over
- Loud Music
- Strokes Lights
- Poor Lighting
- Hot equipment
- Group behaviour

Who is at risk?

Staff, participants, and members of the public.

What are the Risks?	Existing Safety Measures/Controls	Likelihood	Risk Rating
Risk of electrocution from equipment	<ul style="list-style-type: none"> • Every electrical appliance, plug and cable undergoes a 1-year PAT test. • All cables and plugs are stowed out of reach from all disco users. • Disco light switches are operated by the DJ who has the relevant training. • Staff to check equipment before use. 		
Trip hazards around the booth and in the hall	<ul style="list-style-type: none"> • All cables are wrapped around an existing structure above head height. • Any cables on the booth are stowed out of reach of the users. • A barrier will be put up around the booth to ensure users are at a safe distance. • The hall is cleared prior to the disco of any hazards. 		
Hearing damage from loud music	<ul style="list-style-type: none"> • Instructors are aware of the acceptable levels on the amplifier. • The speakers are situated above the crowd, which in turn, means that the levels can be kept low. 		
Setting off Epileptic Seizures	<ul style="list-style-type: none"> • Lights & strobes should be pointed at ceiling or walls. Not at eye level 		

What are the Risks?	Existing Safety Measures/Controls	Likelihood	Risk Rating
	<ul style="list-style-type: none"> Medical forms should be checked prior to the session. Groups are pre-warned that there will be flashing lights and lights do not need to be used if it could be a problem. 		
injures due to lack of light	<ul style="list-style-type: none"> The lights from the disco provide adequate light to be able to see potential hazards. 		
Burn from equipment (lights)	<ul style="list-style-type: none"> The light to be put out of reach of participants or if not possible brief participants to stay clear of the lights. First aid kit and staff trained. 		
Poor group behaviour	<ul style="list-style-type: none"> Instructors to warn group if they continue to misbehave the disco will stop. Instructors may stop the disco if the group acts in manner that could cause harm. Good group awareness by Instructors Group leader in the room. 		

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