

# RISK ASSESSMENT FOR JUBILEE SITE

January 2024

## GENERAL

The attached risk assessment **MUST** be supplemented by the user of the premises to ensure the activities that they undertake are carried out in a safe manner, and to allow for any change of circumstances that may occur in their use of the premises.

### Part 1 - Site Grounds

Hazards	Risks	Solution
Narrow public roads leading up to site	Possible accident whilst travelling to site. Group in danger if walking girls into the village	Take care when driving and brief walkers.  Leaders to wear their own 'HI-VIZ' jackets when walking on the road.
Entrance to site hidden	Possible accident when arriving at and leaving the site	Take care when approaching and leaving site
Barrier Gate	Could swing back into vehicles driving through it	Ensure that barrier gate is fully opened and secured to the gate post.
Bumpy track up to site	May get into difficulty if weather wet when walking or driving	Take care when driving or walking up track – if walking, better to use spinney
Nettles in season	Stings	Clear as much as possible when doing site maintenance to keep down
Overhead branches	Falling	Clear as much as possible in site maintenance programme. <b>People on site to note danger of branches and be vigilant</b>
Ditch at boundary of our site just before spinney	Trips and falls	Campers need to keep to bridge, which can get slippery during wet weather. Be particularly careful at night.
Uneven ground in spinney and fallen branches and undergrowth	Trips, falls	Watch when walking. Clear any wood or undergrowth if a problem. Brief group to take care. Be particularly careful at night.
Long grass...hidden holes on camping field and play area	Tripping	Site to be mowed as often as is practicable in site maintenance programme. Take care. Field to be rolled if practicable and holes filled in

# RISK ASSESSMENT FOR JUBILEE SITE

January 2024

Pegs from tents, Equipment from archery, shooting or pioneering left in field or play area	These could be thrown up by the mower	<b><i>This could cause serious injury to the person mowing or damage to the mower. It is most important that <u>ALL EQUIPMENT IS CHECKED ON TO THE FIELD AND OFF</u></i></b>
Barbed wire around field	Injuries if walking or running into	Brief campers on danger Leave space behind tents to avoid brushing into fencing. Barbed wire has warning signs.
Altar fires	People walking into them. Hot when used	Campers to take care around fire
Pizza Oven	Burns	Carefully supervise as extremely hot. Read instructions carefully. Have cold water to hand and appropriate fire extinguishers. Specialist tools to be used.
Wood around site	If wood is piled too high could cause hazard	Store wood neatly in storage tubs. Do not pile up high Take care when getting wood for use from piles
Manholes sit proud of the ground	Trips and falls	Warn campers, take care
Fenced area in spinney with pump	Could be dangerous	Put up relevant signs and brief users to keep out.
Fenced area around gas tank	Could be dangerous	Put up relevant signs and brief users to keep out. Do not light fires within 5 mtrs. Of fence.
Car Park Area	Accidents with cars  Reinforcing mesh may be slippery if wet.	Be careful when moving cars in and out of site. All cars should be parked in the car park and not around the hut Warn group to take care on car park.
Concrete path edges	Trips and falls	Warn users of possible differences in heights to surrounding ground.
Passage of Farm Machinery through the access road	Possible accident with vehicle	Ensure campers use standard roadside precautions when crossing the track
Equipment storage sheds	Trip hazard into the shed. Could be dangerous	Care when entering the shed as the floor is higher than the surrounding grounds. Shed should only be used by leaders to get, and replace

# RISK ASSESSMENT FOR JUBILEE SITE

January 2024

		<p>equipment. All equipment should be replaced from where it was found. No equipment from these sheds should be used without reference to the risk assessment for that particular equipment (saws axes etc).</p>
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# RISK ASSESSMENT FOR JUBILEE SITE

January 2024

## Part 2 – Inside Hut

Hazards	Risks	Solution
Electrical appliances	Electric shock and Burns	PAT testing needs to be done regularly. Ensure hands are not wet when using electrical equipment. Use electric hob with care. Users of site should not bring their own appliances to be used in the hut unless they are PAT tested. Appropriate fire extinguisher/blanket
Tent peg containers	Sharp edges, heavy, could cause injuries	Peg containers stored low. Please replace on correct shelves after use. Needs two people to lift them
Saws and Axes	Sharp edges could cause injuries	Bow saws have guards. Care needed when using these. Brief campers. Saws and axes to be stored safely. <b>Saw guards <u>must</u> be replaced after use and saws put back into the cupboard in shed.</b>
Tents	Heavy and difficult to handle	Take care and carry with at least two people
Tent poles	Awkward to carry. Bundle can collapse if not secured properly	May need two people to carry. Campers to ensure that poles are returned to store properly secured
Shower area	Slippery shower trays.	Take care when using showers. Grab handles situated in shower cubicles. Keep floors as dry as is practicable.
Hot water	From taps in kitchen, showers wash cubicles, outside sink.	Water may be hotter than expected. Be aware and fill bowls from cold tap first. Do not overfill containers so that hot water may slop out.
Disabled toilet	Door opens outwards	Take care when outside door as could suddenly open from inside

# RISK ASSESSMENT FOR JUBILEE SITE

January 2024

## Part 3 – Added items when camp in situ

<b>Hazards</b>	<b>Risks</b>	<b>Solution</b>
Tents, Guy Ropes and pegs	Trips and falls	Tents should be pitched so that there is a clear area to walk around
Altar Fire/Camp Fire	Burns, Fire risk	Keep water and fire extinguisher to hand. Take care, especially when stoking fire
Patrol cooking fires/ barbeques	Burns, Fire risk	Water to hand near fire. Long hair to be tied back. Brief campers on common sense around fires
Hot billies, dixies etc	Burns, scalds	Brief campers to take care. Pot holders to be available
Incinerator	Burns	Adult supervision needed when using this. This will be extremely hot. Plan time for using incinerator when area around it is not being used for activities. All campers to be aware.
Matches, lamps	Fire risk, Burns	Change gas cylinders in open air. Take care when handling matches and lamps. Use battery powered lamps.
Manual handling of tents etc	Musculo-skeletal injuries – strains etc	At least two girls handling tents. Brief campers to lift without bending at back, and not to twist or turn.
Food Hygiene	Contamination of food	1. Food to be stored as food hygiene guidelines demand. 2. Handwashing available in kitchen areas and where doing patrol cooking. 3. Food should be prepared in safe environment Brief all campers especially when doing patrol cooking.

## RISK ASSESSMENT FOR JUBILEE SITE

January 2024

Security of Campers	Intruders	Brief campers on safe precautions. Have mobile phone handy Keep barrier gate locked when at camp.
Pizza Oven	Hot when in use Moving it Can be unstable when moving	Warn Girls Move only when cold Ensure enough people to help move
Spread of infectious disease	People Ill	Hand Sanitise Encourage hand washing

# RISK ASSESSMENT FOR JUBILEE SITE

January 2024

## Part 4 – For work days on site

<b>Hazards</b>	<b>Risks</b>	<b>Solutions</b>
Jobs to be done	Accidents	People doing jobs must be capable of the task. Any children working <u>must</u> be supervised by suitable adults
Power Tools	Accidents when using Accidents to other people if left in unsafe areas	Take precautions when using tools. Only responsible people to use these tools. Use any safety guards on tools Wear appropriate protective clothing for the tools. Warn others of any risks whilst working ie. Trailing wires. Check tools are in good working order When task is finished, put tools safely away
Chemicals such as paint/varnish/cleaning materials	Chemical burns Inhalation of fumes	Use in well ventilated space Protect skin Follow manufacturers' guidelines and precautions
Sharp materials on site such as metal/wood/rusty nails	Injury	Take care and wear gloves when moving or handling sharp objects
Hand tools	Injuries from saws, hammers etc	Check that they are in good working order and safe to use Only use for the purpose they are made. Take care when using Clear up any nails or screws on floor as you go
Heavy awkward loads	Manual handling risk	Assess load Assess where it is to go to and make sure area is clear Ask for help if unable to manage load Wheel barrows are available in the shed.

## RISK ASSESSMENT FOR JUBILEE SITE

January 2024

Ladders and steps	Falls, injuries through dropping things	Check ladder/steps are safe to use and put up correctly. Only use if you are confident about your ability. Do not carry a lot of equipment up and take care of anything and anyone around.
Guides/children on site helping	Children could get in way of tools and get into danger	Appropriate jobs to the age should be given Appropriate clothing worn Adequate supervision given



# RISK ASSESSMENT FOR JUBILEE SITE

January 2024

## **Part 5 PIONEERING**

Pioneering Equipment	Musculo-skeletal injuries Splinters Hitting others with poles Tripping over equipment	Advise girls to handle safely and be careful where equipment is left whilst being used. Identify stakes holding ropes.
Rope Burns	Injury/Burns	Advise wearing of gloves
Structures not safe	Collaspse and cause injury	Leaders to check everything
Metal stakes holding rope	Trips and falls	Make aware and identify
Poles in storage	Fall off and hurt people	Leader to check poles are stored safely after session