

Risk assessment

Name of activity, event, and location	Adutt Cooking and Camping Competition Marshside Campsite	Date of risk assessment	8 th September 2023 Reviewed- 23 rd September 24	Name of person doing this risk assessment	Richard Horne
		Date of next review	Prior to next event		

What could go wrong? What hazard have you identified? What are the risks from it?	Who is at risk?	What are you going to do about it? How are the risks already controlled? What extra controls are needed? How will they be communicated to young people and adults and remain inclusive to all needs?	Review & revise What has changed that needs to be thought about and controlled?
<p>A hazard is something that may cause harm or damage. The risk is the harm that may occur from the hazard.</p>	For example: young people, adult volunteers, visitors	<p>Controls are ways of making the activity safer by removing or reducing the risk. For example, you may use a different piece of equipment or you might change the way you do the activity.</p>	Keep checking throughout the activity in case you need to change what you're doing or even stop the activity. This is a great place to add comments which will be used as part of the review.
<p>Arrival and departure Parking of vehicles causing an obstruction. Risk – Damage to vehicles, confrontation with residents</p>		<p>Persons not authorised to park at Marshside campsite to be advised to park at train station and walk to site. Drivers to be advised to consider local residents and park appropriately and legally</p>	
<p>Entrance road leading to the campsite – uneven single track road with deep steep dykes /ditches either side. Risk(s) 1) Pedestrian injury being struck by vehicles. 2) Personal injury from trip or fall on uneven surface esp. in dark 3) Personal injury from fall into dyke/ditch.</p>	Pedestrians using the road	<p>1) Drivers using the track to be made aware in advance of the risks and that vehicles are to drive slowly, be alert for pedestrians and afford pedestrians the right of way. 1) Pedestrians are to be made aware in advance of the risk and need to be alert for vehicles. 1) Once on site young people are not to leave the site without permission/supervision (as appropriate to age group). 2) Pedestrians are to be made aware in advance of the hazards. 3) Pedestrians are to be made aware in advance of the hazards.</p>	

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Site features – Risk of injuries from: Natural features & equipment	All present	Be clear on arrival of any areas are out of bounds to young people when unsupervised. Ensure appropriate footwear is worn at all times. Avoid barefeet unless activity specific. Ensure camping and activity areas are clear of debris that may pose a health risk.	
Weather Sunstroke, hyperthermia, hypothermia Injury	All Present	Shade and shelter available outside. Adults to ensure YP are guided and supported to wear appropriate clothing/protection according to weather conditions. Drinks available at all times. Leaders to ensure YP maintain fluid levels. Sun cream/hats, full waterproofs/hats/gloves on kit list. Contingency plans in place if weather has an adverse effect on activities.	
Heavy loads and items - Back or other injuries to adults and young people	All present	Split loads down to smaller bits if possible. Supervise young people carrying bigger items – use a trolley Remind people how to lift and carry safely. All lifting and dropping of heavy tents and other items to be supervised by adults.	
Tentage, guy lines, trip hazards, Items stored at low level – Tripping on guy lines and tent pegs, boxes	Young people and leaders	Instruct and enforce “No running” rules around tents and camping area. Mark any obstacles so they are clearly visible.	
Mallets striking Tent pegs – Slippage of mallet Struck by mallet	All present	Adults to supervise activity and to check mallets are in good condition and not loose or split. Instruction on how to correctly put pegs in. Check tent pegs are suitable size and condition for the tent guy. Ensure other young people are standing safely away.	
Sleeping facilities - Safeguarding issues	Young people and leaders	Ensure sleeping facilities provide appropriate division of adults and YP. Ensure young people can safely enter and exit their tents without causing harm.	
Food – Food poisoning	Young people and leaders	Ensure correct storage of food. Check HQ guidance on Food Safety All to clean hands thoroughly before and after food preparing and before consuming food.	

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<p>Tables – Risk of collapse during cooking and activity</p>		<p>Check tables are properly and safely put up, eg: legs locked, trestles stable, put small table feet on boards if used on grass, ensure level and stable.</p>	
<p>LPG gas bottles Gas hoses and cooking equipment Leakage of gas, fire, Carbon monoxide</p>	<p>Young people and leaders</p>	<p>Hoses and regulators checked for good condition and hoses are in date – before camp and by leaders during camp. Hoses secured to kit by hose clips. Ensure gas stoves, lamps and BBQs are in a well ventilated areas, outdoors if possible. LPG cylinders positioned outside tents and doors open during use for good ventilation Fire extinguisher / fire blanket / fire bucket positioned outside tent near to cook area Check HQ guidance on Safe use of Gas Gas cooking and lighting equipment to be used in controlled areas. Extreme care with liquid fuel light systems used .(eg Hurricane lamps) Battery torches only in sleeping tents. No cooking in sleeping tents</p>	
<p>Lightweight cooking equipment – Risk of fire, Carbon monoxide</p>		<p>No cooking in sleeping tents Clearly explain the dangers to all users, both young people and adults. Check HQ guidance Trangias stoves.</p>	
<p>Cooking – hot surfaces, hot liquids, Cooking fats Risk of fire Burns</p>	<p>Young people and leaders</p>	<p>Ensure alter fires are at the front of the camping area Fire bucket close to cooking area Keep alter fires as far away from famable (shelter/tent sides) as possible. Keep cooking area clear of obstructions. Call First Aid leader if immediately if required.</p>	
<p>Using Open Fires – Risk of burns from mistakes or misuse. Starting fires - creating sparks</p>	<p>All present</p>	<p>Leaders to supervise young people when they're using hot items. Keep area around the fire free of trip hazards Keep woodpile well away from the fire Brief young people on safe use of cooking equipment or fire before use and on the possible dangers of firelighting. Have rules for firelighting including – for example: no picking up burning wood; no throwing objects onto the fire; hold wood at one end and lower onto the fire with your fingers near the ground. No removing</p>	

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		<p>wood from the fire once it has been put on.</p> <p>To start a fire only use kindling or bought fire lighters. Do NOT use accelerants on the fire (any substance or mixture that accelerates or speeds the development and escalation of fire) – such as petrol, lighter fuel and other spirits.</p> <p>Avoid loose clothing around fires – watch out for open coats, sleeves and scarves. Tuck them in and keep coats, hoodies fastened. Tie back loose hair. Do not reach over fires or flames.</p> <p>Make sure there is an appropriate first aid kit available and that leader training is up to date.</p> <p>Make sure that cold water is available nearby – there should be at least a bucket, running water is best if possible.</p> <p>(Also see separate general Fire Building Risk Assessment)</p>	
<p>Bugs & Dirt –</p> <p>Dirty utensils Hygiene Food poisoning</p>		<p>Leaders ensure good hygiene standards and brief YP on the importance of maintaining throughout camp (identifying specific risks for the location, for example ticks).</p> <p>Wash hands after going to loo and all field activities and before cooking or eating.</p> <p>Hand washing area set up and regularly maintained by leader team.</p> <p>Make sure to use clean cooking / eating utensils.</p>	
<p>Axe and saw – risk of injury to non-participants or observers and those undertaking the task.</p>	All present	<p>Create a safe cutting area (check guidance for safe size and distances).</p> <p>Ensure all equipment is kept secure when not in use and supervise when being used.</p> <p>Ensure suitable competence for those using the equipment.</p> <p>Appropriate protective equipment worn.</p> <p>(See separate General Knives, Axe's and Saw's Risk Assessment)</p>	
<p>Behaviour – risk of overexcitement, especially at the start of camp.</p>	All present	<p>Set clear expectations of behaviour.</p> <p>Leaders be aware and manage group behaviour.</p> <p>Free time (unstructured activity) should be managed and have some level of supervision as, lack of it, is a frequent cause of incidents.</p>	
<p>Appropriate adults – Injuries from poor management of camp, activities and facilities</p>	All adults	<p>Ensure all leaders and adult helpers have completed appropriate personal enquiry checks.</p> <p>Event run by a leader with correct Nights Away Permit.</p> <p>Appropriate supervision plan in place.</p> <p>Make sure adequate rest time is built in for leaders, with a 'peaceful</p>	

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		space' away from the general hubbub.	
Activities	All present	See separate risk assessments for your activities.	
Tables – Risk of collapse during activity	All present	Check tables are properly and safely put up, eg: legs locked, trestles stable, ensure level and stable.	
Toilets and Showers - Safeguarding	All present	Young people to use the toilet block which is situated the Spicer building which is separated into male and female. The block contains male and female showers. There is an outside sink area with hot and cold water. Adults to use the male and female toilets which are situated in the Cornford building.	
Water and waste - Infection Vermin		Drinking water is available in the Cornford and Spicer building as well as the standpipe located outside the Cornford building. Ensure a grease trap is used to dispose of wastewater used for food preparation and washing of pots, pan, plated etc. Any waste that cannot be burned (e.g. plastics, tins etc.) is to be bagged and removed by the teams or the leadership team. If possible, separate any items for recycling.	
Incidents – Risk of prolonged/increased injuries from lack of management First Aid Incidents	All present	Suitable first aid cover is in place. Medical Emergency – QEQM, CT9 4BG -24hr A&E - Approx. 6miles.. Ensure that each young person attending has a completed Activity Form. Medication to be stored securely and leaders to supervise schedule of taking medicines Be aware of additional environmental hazards such as heatstroke, sunburn, ticks and other insects and animals In the event of an accident, this will be recorded in an accident book which will be kept safely where the leaders have access. In the event of a fire and emergency everyone will be briefed on what to do in an emergency and where the designated safe area will be. (Car park by the main entrance).	

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Contingency Plan – Extreme weather conditions, illness or other unexpected event which hinders or stops the planned activity	All present	If weather conditions restrict outside activities, some can continue inside until weather improves. Most activities can be done indoors without alteration except for fire lighting and cooking, For extreme conditions, the event will be cancelled. Parents/carers will be contacted by the home contact.	
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Don't forget, as part of your programme planning, you should have contingency activities in reserve just in case you can't do what was planned or you need to stop half way through. Make sure this is shared with those involved, so everyone knows how to respond. You should have risk assessed contingency activities prior to them taking place and communicated key information to those involved as with all activities.