|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Name of Section or Activity** | 4th Knowle Beavers.  RA for use for Night Hike. Ladywood Farm, Elvers Green Lane. | **Date of risk assessment** | **19/08/2020** | **Name of who undertook this risk assessment** | Julia Hill | **COVID-19 readiness level transition** | Red to Amber |

|  |  |  |  |
| --- | --- | --- | --- |
| **Hazard Identified? /**  **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?** |
| ***Hazard*** *– something that may cause harm or damage.*  ***Risk*** *– the chance of it happening.* | *Young people,*  *Leaders,*  *Visitors?* | ***Controls*** *– Ways of making the activity safer by removing or reducing the risk from it.*  *For example - you might use a different piece of equipment or you might change the way the activity is carried out.* | *Keep* ***checking*** *throughout the activity in case you need to change it…or even* ***stop*** *it! This is a great place to add comments which will be used as part of the review.* |
| General mandatory requirements | Young people, leaders and parents/visitors. | 1. All activity participants to be briefed on the SA COVID Code. 2. A register of all attendees at each activity will be compiled and maintained for at least 21 days after the activity, to enable the Track and Trace system to be informed if an attendee is subsequently tested positive for COVID-19. (‘Events’ function in OSM may be used for this.) 3. Activity leader must check that all Leaders accompanying young people on activities have up to date Safety and Safeguarding accreditations. 4. GSL must have been informed of any activity taking place and received formal notification of acceptance of a suitable and sufficient Risk Assessment. 5. A ratio of 1 adult to 6 Beavers plus 1 adult will be provided. |  |
| Drop-off and pick-up. Risks of infection and being struck by vehicles. | Young people, leaders and parents/visitors. | Beavers will be dropped off and picked up in the small parking area adjacent to Barston Ford. Beavers will be supervised by a Leader, at a distance of at least 1.5m, alongside the public road to the gate into the activity field, the distance is only 3 metres and the road is a quiet country lane so traffic is infrequent. Parents will be instructed to remain in their cars and vacate parking spaces promptly to reduce congestion. If they have any concerns or issues they wish to raise with leaders, they will be asked to phone leaders on mobile nos provided. Leaders will park inside the field gate, with the landowner’s permission, and will plan to arrive and leave 10 minutes before and after all Beavers are due to arrive or leave. | Depending on lighting conditions, leader escorting Beavers from and to cars may be required to wear a hi-viz jacket. Group will provide a laundered hi-viz jacket if the leader doesn’t have their own. Escorting leader to be responsible for monitoring road traffic conditions. |
| Maintaining social distance during meeting | Young people and Leaders | The area to be used is very large, so maintaining suitable social distancing between Beavers should be no more difficult than ensuring that they don’t wander too far from each other or Leaders. Beavers will be briefed at the beginning of the event on the details of the planned activity and on requirements for both social distancing and staying within sight of a Leader. | Regular head count or register to be taken to confirm presence of all participants.This will be at more frequent intervals as it gets darker. |
| Hygiene of People and Livestock.  Risk of infection spread if proper hand washing not carried out. | Young people and Leaders | All participants will wash or sanitise their hands upon arrival and departure. Hand sanitiser will be available, under Leaders’ supervision, throughout any activity, and participants will be encouraged to additionally wash or sanitise hands after touching gates or fences.  Although the activity area will be vacated of any livestock, every participant will be reminded that we are on a working farm, and that they should minimise contact with any livestock or livestock artefacts (e.g. sheep’s wool on fences, animal waste) and not to leave litter or other debris that might harm animals. | A sweep of the site will be carried out in advance of the activity to identify and, where possible, remove potentially contaminated items, e.g loose posts, branches, waste or debris. |
| Personal comfort requirements. | Young people and Leaders | There are no toilets installed at the site. Activity durations will be limited to no more than 45 minutes on site, and participants will be advised in advance to make themselves comfortable before leaving home. |  |
| Hygiene of activity equipment: Higher risk of infection spread if equipment is not cleaned or stored properly | Young people and Leaders | Equipment to be used for activities will be washed or sanitised before being brought to site, and during activity if shared.Beavers will be asked to bring their own head torches and not share them. |  |
| Use of outdoor spaces and observation of boundaries. | Young people and Leaders | The field boundaries are well defined and marked, and participants will be briefed on the boundaries for the activity and instructed not to cross them.They will be asked to hike behind a leader and not walk behind the last leader to keep the group intact.  Specific hazards are the electricity tower (pylon) at the edge of the field by the entrance and the River Blythe running along the West side of the site. The walk will be in the centre of the field to avoid these hazards so far as possible, and participants will be briefed not to approach either. |  |
| Activity-specific hazards. | Young people and Leaders | Darkness - personal head torches to be worn.  Uneven ground - correct footwear will be instructed to be worn in email prior to the hike.  Inclement weather - Beavers will be instructed to wear appropriate clothing prior to the hike. If the weather is too severe the hike will be cancelled at a minimum of 1 hour prior to the hike.  Hot weather , if it is to be especially hot then Beavers will be asked to bring a water bottle, no refreshments will be provided by Leaders.  Barbed wire on fences - Beavers will be instructed not to walk near to fences and wit for a Leader to open a gate.  The land is private so no member of the public will be on site. | Assess weather and ground conditions as hike progresses. |
| Covid-19 exposure or symptoms displayed. | Young people and Leaders | Participants will be asked to confirm that they have not been in contact with a COVID sufferer in the 7 days prior to the event. Anyone displaying COVID symptoms during the course of an event will be isolated under supervision and their parent/carer called and asked to collect them as soon as possible. |  |
| First Aid arrangements. | Young people and Leaders | At least one of the Leaders present will have up-to-date First Aid qualification and be responsible for checking and bringing a First Aid kit, which will include suitable protective equipment for administering aid safely, e.g face shield, gloves, resuscitation mask, in accordance with current SA or St.Johns guidance. |  |
|  |  |  |  |
| ***Review:*** *This risk assessment is for a section to move from one COVID Readiness alert level to the next, an additional risk assessment should be produced for each move proposed.* | | | |

|  |  |  |  |
| --- | --- | --- | --- |
| **Checked by Line Manager** | Name,  Role / level  Date | **Checked by Executive** | Name,  Role / level  Date |
| **Approved by Commissioner** | Name,  Role / level  Date | **Approved by Executive** | Name,  Role / level  Date |
| **Notification of level change** | Date and by who | | |