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| **Name of Section or Activity** | 4th Knowle Street Quiz - Beavers | **Date of risk assessment** | **15/08/2020** | **Name of who undertook this risk assessment** | Julia Hill | **COVID-19 readiness level transition** | Red to Amber |

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| **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.* |
| **Venue: Knowle - Station Road.**  **Activities planned: Street Quiz – walk along section of Station Road while answering prepared questions** | | | |
| Hazard: Leader Competence  Risk: Personal injury | Beavers and Leaders | Section leaders must check that all leaders at the activity have up to date safety and safeguarding accreditations.  At least one leader present must have a current first aid certification |  |
| Hazard: insufficient supervision  Risk: personal injury | Beavers and leaders | The correct leader to beaver ratios must be met as per POR for activity.  Beavers are supervised at all times (they are walking groups with an adult). |  |
| Hazard: Insufficient daylight  Risk: personal injury | Beavers and leaders | Hike is envisaged to take place during the dark. However the majority of route is located along lit street. Beavers will be asked to wear head torch and carry a torch. |  |
| Hazard: COVID-19  Risk: Infection spread at event location | Beavers and leaders | Limit overall group size to 15 people (leaders and Beavers) as per current scouting requirements  Group to meet at URC Station Road. Parents will be asked to drop off Beaver and a leader will be visible to restrict parents leaving cars. Car sharing will be discouraged via parent email prior to event  Leaders allocated to a specific group of Beavers and to stay with that group for the whole event. Beavers reminded during safety briefing, and if needed during the event, to socially distance from others. |  |
| Hazard: COVID-19  Risk: Infection spread at arrival location | Beavers and leaders | Drop off point all in large car park with space for cars to park and turn.  Parents encouraged to stay in vehicles and leave as soon as possible.  Overall group of 15 split into smaller groups with 1 adult per group. Social distance and isolation reminder and COVID-19 symptom list included on event instructions via email  Leader to check beavers are symptom free and not been asked to isolate as part of check and trace – beavers sent home who have symptoms or isolation instructions  Safety briefing including the Scout Association COVID code at start of event  Hands to be sanitized under supervision if necessary. |  |
| Hazard: Incorrect footwear  Risk: Personal injury | Beavers and Leaders | Beavers and leaders asked to wear hike boots with ankle support as part of event instructions  Footwear checked prior to event starting  Incorrect footwear will mean that person cannot take part in the activity |  |
| Hazard: Slips, trips and falls  Risk: Personal injury | Beavers and Leaders | Beavers and leaders instructed to wear appropriate footwear and this to be checked before the event starts  Beavers and leaders warned of potential hazards (wet grass, uneven ground) prior to event starting  First aid kits to be available |  |
| Hazard: COVID-19  Risk: Infection spread through contact with other users of the environment | Beavers and leaders | Leaders assigned to a group supervision stay with that group.  Beavers not to swop groups  Beavers reminded to not approach other users of the environment - members of the public |  |
| Hazard: COVID-19  Risk: Infection spread through use of equipment | Beavers and leaders | Individual clipboards and pens will be provided to all.  No equipment should be shared. |  |
| Hazard: COVID 19  Risk: Infection spread through first aid procedures | Beavers and leaders | Masks, aprons, gloves, face shield (CPR) and hand sanitizer to be included in first aid kits  Where possible, encourage the patient to administer their own first aid to maintain social distancing  Mask, apron and gloves to be worn by leader and mask worn by Beaver in the event of close personal first aid becoming necessary  Record kept of first aid administered for check and trace purposes  If CPR is required, use face shield  All used PPE to be bagged and disposed of correctly |  |
| Hazard: Beaver feels unwell or injured during event  Risk: personal injury | Beavers | Leader to administer first aid if necessary, following COVID guidelines  Leader to contact parent/carer and request collection or call emergency services if appropriate  All parent contact details available to leaders and all leaders to carry charged mobile phone.Medical history known to leaders especially asthma and any physical or coordination issues |  |
| Hazard: COVID-19  Risk: member develops symptoms after the event | Beavers and leaders | Event register to be kept for three weeks after the event to enable track and trace to be utilised if required |  |
| Hazard: Event has to be stopped and pick up of all scouts required  Risk: scout not collected | Beavers | Leaders to have access to contact details for their group  In touch person identified and briefed with contact procedures |  |
| ***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.* | | | |

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| **Checked by Line Manager** | Name, Julia Hill  Role / level GSL 4th Knowle Sea Scout Group  Date 15/8/20 | **Checked by Executive** | Name, Phil Green  Role / level Chairman 4th Knowle Sea Scout Group  Date 15/8/20 |
| **Approved by Commissioner** | Name,  Role / level  Date | **Approved by Executive** | Name,  Role / level  Date |
| **Notification of level change** | Date and by who | | |

We take personal data privacy seriously. The data in this form is used to assess the suitability for the return to face to face Scouting based on the controls put in place. The personal data in this form is used to identify the individuals who have completed and approved the risk assessment. This includes the individual who undertook the assessment, the line manager, Executive members and County Commissioner, who will all have access to this data. Scouts headquarters will retain this data for 3 years after the Covid-19 readiness level goes to ‘Green’ and does not return to ‘Amber’ or ‘Red’ to act as evidence of the assessment taking place. For further details on the Scouts data processing stance please visit our Data Protection Policy here. <https://scouts.org.uk/DPPolicy>’.