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| **Name of Section or Activity** | 4th Knowle Sea Scouts  Backwoods Cooking -cubs | **Date of risk assessment** | **22/10/2020** | **Name of who undertook this risk assessment** | Lorraine Green | **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: URC, Station Road, Knowle**  **Activities planned: Leaders to build small campfire & cook food for cubs, while cubs play outdoor wide games.** | | | |
| Hazard: Leader Competence  Risk: Personal injury | Cubs and Leaders | Section leaders must check that all leaders at the activity have up to date safety and safeguarding accreditation's.  At least one leader present must have a current first aid certification  At least one leader present has experience of backwoods cooking and lighting fires |  |
| Hazard: insufficient supervision  Risk: personal injury | Cubs and leaders | The correct leader to cub ratios must be met as per POR for each group  They must be supervised appropriately |  |
| Hazard: Insufficient daylight  Risk: personal injury | Cubs and leaders | Lighting to be provided from the URC Hall  All to have a working head torches |  |
| Hazard: COVID-19  Risk: Infection spread at event location | Cubs and leaders | Limit group size to 15 people (leaders and cubs) as per current scouting requirements  Group to meet at URC & use outside space at the rear of the building.  Cubs reminded during safety briefing, and if needed during the event, to socially distance from others |  |
| Hazard: COVID-19  Risk: Infection spread at arrival location | Cubs and leaders | Car share discouraged via parent email prior to event  Parents encouraged to walk to URC if possible stay in and leave as soon as possible  Social distance and isolation reminder and COVID-19 symptom list included on event instructions via email  Leader to check cubs are symptom free and not been asked to isolate as part of check and trace – cubs 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 |  |
| Hazard: COVID-19  Risk: Infection spread sharing of drinks or food | Cubs and Leaders | Only leaders will be cooking wearing gloves, masks & aprons.  Cubs to bring their own drinks.  Own hand sanitiser to be bought to the event  Leaders to carry spare hand sanitiser  At safety briefing a reminder not to share drink or food and to sanitise hands before drinking or eating  Hands to be sanitized under supervision |  |
| Hazard: COVID-19  Risk: Infection spread at toilets | Cubs and leaders | Use of toilets to be discouraged  But if necessary hands to be sanitized on exiting toilet facilities.  We will be adhering to the URC Risk Assessment which we have copies of if required. |  |
| Hazard: Slips, trips and falls  Risk: Personal injury | Cubs and Leaders | Cubs and leaders warned of potential hazards (wet grass, uneven ground, tree roots) prior to event starting  First aid kits to be available  At least one leader to be first aid trained |  |
| Hazard: Burn from fire  Risk: personal injury | Cubs and leaders | Safety briefing before lighting fire.  Hand gel (flammable) to be kept away from fires and not in pockets etc  Hand gel to be applied away from sources of ignition and allowed to dry thoroughly before approaching the fire  Cubs will always be a safe distance from the fire, A Small fire pit will be lit at the side of the building and cubs will be playing wide games round the back of the building under supervision.  The event will maintain social distancing particularly around the fire area.  Water containers to be filled prior to the event  Closest running water tap identified to all at event  At least one leader to be first aid trained  Leaders to monitor behaviour and safety close to the fires |  |
| Hazard: Burn from hot equipment  Risk: Personal injury | leaders | Safety briefing before lighting fires  Protection such as oven glove to be worn when touching hot pans  Hot pans to be placed on the floor and a verbal warning given to others nearby  Water containers to be filled prior to the event  Closest running water tap identified to all at event |  |
| Hazard: fire gets out of control  Risk: Damage to property and personal injury | Cubs and leaders | Water containers filled prior to the event  Sufficient containers used to enable all fires to be extinguished  Only allocated areas to be used for fire lighting.  Ensure area is cleared of dry flammable material such as leaves before fire lighting  Prevailing wind identified to all at event and taken into consideration when siting fire.  Fire size kept to a reasonable size for the environment  Fire size to be monitored by leaders |  |
| Hazard: Allergens present  Risk: allergic reaction | Cubs and leaders | Cubs or leaders with food allergies identified to all leaders  Medication location known to all leaders  At least one leader first aid trained in group  Cubs to identify themselves to their group and describe the allergens  Care taken with food to prevent cross contamination  Separate utensils and food for each scout |  |
| Hazard: Raw meat  Risk: food poisoning | Cubs and leaders | Leaders will have no direct contact with raw meat products.  All utensils will belong to the group & be washed & sanitised prior to use.  Attention taken to wash hands thoroughly & sanitised as necessary.  Leaders to check that the food is hot & fully cooked throughout before consumption. |  |
| Hazard: Smoke  Risk: difficulty breathing | Cubs and leaders | Dry wood to be used to minimise smoke  The appropriate wood is to be used, for example, no treated wood to be used  Prevailing wind to be identified to all at event and cubs encouraged to think about this if going when anywhere near the fire  Cubs or leaders with asthma identified to all leaders. Leaders to ensure the location of inhaler is known |  |
| Hazard: hot embers  Risk: personal injury, fire hazard | Cubs and leaders | At the end of the event, leader to be extinguish fire using water.  Embers to be raked over to ensure that they are completely extinguished  All at event to be made aware of where the embers are located |  |
| Hazard: adverse weather  Risk: increased slipping, wet clothing, fire spread risk increases | Cubs and leaders | Weather to be assessed before event start. Leaders to agree if safe to proceed.  In the event of weather deterioration (rain) during the evening, cubs can move indoors  Event modified to suit conditions or maybe stopped part way through the event (wind/rain) |  |
| Hazard: COVID-19  Risk: Infection spread through use of equipment | Cubs and leaders | Equipment to be cleaned at start of event  Equipment to be cleaned at the end of event  Remind cubs to sanitise hands before and after eating.  Hands to be sanitised under supervision |  |
| Hazard: COVID 19  Risk: Infection spread through first aid procedures | Cubs 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 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  Access for emergency services is easy, directly off Kixley Lane, Knowle |  |
| Hazard: Cub feels unwell or injured during event  Risk: personal injury | Cubs | 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 allergies |  |
| Hazard: Cub behaviour  Risk: exposes group to danger or injury | Cubs and leaders | Scouts reminded of behaviour expectations before the event via parental email  Scouts reminded of behaviour expectations at the start of the event  Leaders to monitor behaviour and issue reminders as necessary during the event  Leaders to stop the event if behaviour becomes a danger to others |  |
| Hazard: COVID-19  Risk: member develops symptoms after the event | Cubs 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 cubs required  Risk: cub not collected | Cubs | 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 9/8/20 | **Checked by Executive** | Name, Phil Green  Role / level Chairman 4th Knowle Sea Scouts  Date 9/8/20 |
| **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>’.