|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Name of Section or Activity** | 4th Knowle Sea ScoutsBackwoods 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 |

|  |  |  |  |
| --- | --- | --- | --- |
| **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 CompetenceRisk: 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 certificationAt least one leader present has experience of backwoods cooking and lighting fires |  |
| Hazard: insufficient supervisionRisk: personal injury | Cubs and leaders | The correct leader to cub ratios must be met as per POR for each groupThey must be supervised appropriately |  |
| Hazard: Insufficient daylightRisk: personal injury | Cubs and leaders | Lighting to be provided from the URC Hall All to have a working head torches |  |
| Hazard: COVID-19Risk: Infection spread at event location | Cubs and leaders | Limit group size to 15 people (leaders and cubs) as per current scouting requirementsGroup 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-19Risk: Infection spread at arrival location | Cubs and leaders | Car share discouraged via parent email prior to eventParents encouraged to walk to URC if possible stay in and leave as soon as possibleSocial distance and isolation reminder and COVID-19 symptom list included on event instructions via emailLeader 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-19Risk: 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 eventLeaders to carry spare hand sanitiser At safety briefing a reminder not to share drink or food and to sanitise hands before drinking or eatingHands to be sanitized under supervision |  |
| Hazard: COVID-19Risk: 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 fallsRisk: Personal injury | Cubs and Leaders | Cubs and leaders warned of potential hazards (wet grass, uneven ground, tree roots) prior to event startingFirst aid kits to be availableAt least one leader to be first aid trained |  |
| Hazard: Burn from fireRisk: personal injury | Cubs and leaders | Safety briefing before lighting fire.Hand gel (flammable) to be kept away from fires and not in pockets etcHand gel to be applied away from sources of ignition and allowed to dry thoroughly before approaching the fireCubs 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 eventAt least one leader to be first aid trainedLeaders to monitor behaviour and safety close to the fires |  |
| Hazard: Burn from hot equipmentRisk: Personal injury | leaders | Safety briefing before lighting firesProtection 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 nearbyWater containers to be filled prior to the eventClosest running water tap identified to all at event |  |
| Hazard: fire gets out of controlRisk: Damage to property and personal injury | Cubs and leaders | Water containers filled prior to the eventSufficient containers used to enable all fires to be extinguishedOnly allocated areas to be used for fire lighting.Ensure area is cleared of dry flammable material such as leaves before fire lightingPrevailing wind identified to all at event and taken into consideration when siting fire.Fire size kept to a reasonable size for the environmentFire size to be monitored by leaders |  |
| Hazard: Allergens presentRisk: allergic reaction | Cubs and leaders | Cubs or leaders with food allergies identified to all leadersMedication location known to all leadersAt least one leader first aid trained in group Cubs to identify themselves to their group and describe the allergensCare taken with food to prevent cross contaminationSeparate utensils and food for each scout |  |
| Hazard: Raw meatRisk: 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: SmokeRisk: difficulty breathing | Cubs and leaders | Dry wood to be used to minimise smokeThe appropriate wood is to be used, for example, no treated wood to be usedPrevailing 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 embersRisk: 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 weatherRisk: 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-19Risk: Infection spread through use of equipment | Cubs and leaders | Equipment to be cleaned at start of eventEquipment to be cleaned at the end of eventRemind cubs to sanitise hands before and after eating.Hands to be sanitised under supervision |  |
| Hazard: COVID 19Risk: Infection spread through first aid procedures | Cubs and leaders | Masks, aprons, gloves, face shield (CPR) and hand sanitizer to be included in first aid kitsWhere possible, encourage the patient to administer their own first aid to maintain social distancingMask, apron and gloves to be worn by leader in the event of close personal first aid becoming necessaryRecord kept of first aid administered for check and trace purposesIf CPR is required, use face shield All used PPE to be bagged and disposed of correctlyAccess for emergency services is easy, directly off Kixley Lane, Knowle |  |
| Hazard: Cub feels unwell or injured during eventRisk: personal injury | Cubs | Leader to administer first aid if necessary, following COVID guidelinesLeader 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 phoneMedical history known to leaders especially asthma and any allergies |  |
| Hazard: Cub behaviourRisk: exposes group to danger or injury | Cubs and leaders | Scouts reminded of behaviour expectations before the event via parental emailScouts reminded of behaviour expectations at the start of the eventLeaders to monitor behaviour and issue reminders as necessary during the eventLeaders to stop the event if behaviour becomes a danger to others |  |
| Hazard: COVID-19Risk: 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 requiredRisk: 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.*  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Checked by Line Manager** | Name, Julia HillRole / level GSL 4th Knowle Sea Scout GroupDate 9/8/20 | **Checked by Executive** | Name, Phil GreenRole / level Chairman 4th Knowle Sea ScoutsDate 9/8/20 |
| **Approved by Commissioner** | Name, Role / levelDate | **Approved by Executive** | Name, Role / levelDate |
| **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>’.