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| **Name of Section or Activity** | 4th Knowle Sea Scouts  Street Hike - 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: Within Knowle**  **Activities planned: Knowle Centre Quiz – Walk where Cubs are asked to answer questions relating to local shops & buildings** | | | |
| 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 accreditations.  At least one leader present must have a current first aid certification |  |
| Hazard: insufficient supervision  Risk: personal injury | Cubs and leaders | The correct leader to cub ratios must be met as per POR for activity.  Cubs are supervised at all times (they are walking in groups with an adult).  Small group will ensure that any road crossing will be supervised and attention is taken to volume of traffic.  Cubs & leaders will all be wearing clean, sanitsed hi-vis jackets at all times. |  |
| Hazard: Insufficient daylight  Risk: personal injury | Cubs and leaders | Street quiz is envisaged to take place during the dark. However, all of the route is located along lit footpaths. Torches will be required for each cub. If groups walk significantly slower than anticipated and daylight is insufficient, leaders will consider stopping the event. |  |
| Hazard: COVID-19  Risk: Infection spread at event location | Cubs and leaders | Limit overall group size to 15 people (leaders and cubs) as per current scouting requirements  Starting and finishing at Knowle URC (see below for pick up and drop off details)  Leaders allocated to a specific group of cubs and to stay with that group for the whole event  Cubs reminded during safety briefing, and if needed during the event, to socially distance from others. Various source of potential contamination along route (see below) |  |
| Hazard: COVID-19  Risk: Infection spread at arrival location | Scouts and leaders | Car share discouraged via parent email prior to event  Drop off point is URC, Parents are encouraged to walk to this venue.  Parents encouraged to stay in vehicles 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: Late arrivals  Risk: Cub left unattended | Cubs | Use of event register to book cubs in as they arrive  Contact parent/carer if cub does not arrive as planned and no contact has been made  Ten minute time allowance in plan of event for arrivals before groups starting walking |  |
| Hazard: COVID-19  Risk: Infection spread sharing of drinks or food. | Cubs and Leaders | Own drink reminder in event instructions sent via email  Own hand sanitiser to be bought to the event  Leaders to carry spare hand sanitiser  At safety briefing a reminder not to share drink and to sanitise hands before drinking. Hands to be sanitized before any drinking. |  |
| Hazard: adverse weather  Risk: increased slipping, wet clothing | Cubs and leaders | Weather to be assessed before event start and during. Leaders to agree if safe to proceed /continue.  Cubs asked to bring waterproofs top and trousers in event instructions sent via email. This is checked at drop off  Remind cubs to take care on wet footpaths |  |
| Hazard: COVID-19  Risk: Infection spread through contact with other users of the environment | Cubs and leaders | Leaders assigned to a group, supervision stays with that group.  Cubs not to swap groups  Cubs reminded to not approach other users of the environment (other cubs or members of the public) & to maintain social distancing. |  |
| Hazard: COVID-19  Risk: Infection spread through use of equipment | Cubs and leaders | Question sheets will be held by leader of each group & answers written by leader once the cubs have agreed.  No equipment should be shared |  |
| 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 and mask worn by cubs 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, entire routes onis footpath alongside road. |  |
| 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  Mobile phone coverage of area checked before event. Each group leader will have 1 fully charged working mobile phones.  Medical history known to leaders especially asthma and any physical or coordination issues |  |
| Hazard: Cub behaviour  Risk: exposes group to danger or injury | Cubs and leaders | Cubs reminded of behaviour expectations before the event via parental email  Cubs 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: Cub not collected by parent/carer at the end of the event  Risk: Distress | Cubs and leaders | Cub to remain with two leaders until collected  Leader to make contact with parent |  |
| Hazard: COVID-19  Risk: infection spread at collection location | Cubs and leaders | Car share discouraged via parent email prior to event  Adult to meet with their cubs at URC  Parents discouraged from getting out of their vehicles before the cubs are dismissed. |  |
| Hazard: COVID-19  Risk: member develops symptoms after the event | Cubs 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 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 | **Checked by Executive** | Name, Phil Green  Role / level Chairman 4th Knowle Sea Scout Group  Date |
| **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>’.