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| **Name of Section or Activity** | 4th Knowle Sea ScoutsStreet Hike | **Date of risk assessment** | **08/08/2020** | **Name of who undertook this risk assessment** | Tim Harrison | **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 and Dorridge****Activities planned: Street Hike – Hike where Scouts are asked to follow directions and plot route while answering questions** |
| Hazard: Leader CompetenceRisk: Personal injury | Scouts 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 supervisionRisk: personal injury | Scouts and leaders | The correct leader to scout ratios must be met as per POR for activity.Scouts are supervised at all times (they are walking groups with an adult).  |  |
| Hazard: Insufficient daylightRisk: personal injury | Scouts and leaders | Hike is envisaged to take place during the dark. However the majority of route is located along lit footpaths. Where footpaths are not lit the route is away from traffic.Torch will required for each Scout as part of their kit. Scouts will be required to carry torch in case of delay. If groups walk significantly slower than anticipated and daylight is insufficient, leaders will consider stopping the event. |  |
| Hazard: COVID-19Risk: Infection spread at event location | Scouts and leaders | Limit overall group size to 15 people (leaders and scouts) as per current scouting requirementsGroup to meet at multiple outside venues (number to be confirmed based on number of Scouts attending – max of 3 subgroups made up of 4 Scouts and 1 adult.– Starting and finishing at either Dorridge Village Hall Car Park, Bentley Heath Park Car Park and Knowle Library Car Park (see below for pick up and drop off details)Leaders allocated to a specific group of scouts and to stay with that group for the whole eventScouts 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-19Risk: Infection spread at arrival location | Scouts and leaders | Car share discouraged via parent email prior to eventAdult to meet with their group at drop off point – Dorridge Park Car Park, Bentley Heath Park Car Park or Knowle Library Car ParkDrop 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 meeting at different locations (different parts of the route)Social distance and isolation reminder and COVID-19 symptom list included on event instructions via emailLeader to check scouts are symptom free and not been asked to isolate as part of check and trace – scouts 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 arrivalsRisk: Scout left unattended | Scouts | Use of event register to book scouts in as they arriveContact parent/carer if scout does not arrive as planned and no contact has been madeTen minute time allowance in plan of event for arrivals before groups starting walking |  |
| Hazard: Incorrect footwearRisk: Personal injury | Scouts and Leaders | Scouts and leaders asked to wear hike boots with ankle support as part of event instructionsFootwear checked prior to event startingIncorrect footwear will mean that person cannot take part in the activity |  |
| Hazard: COVID-19Risk: Infection spread sharing of drinks or food | Scouts and Leaders | Own drink reminder in event instructions sent via emailOwn hand sanitiser to be bought to the eventLeaders 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: Slips, trips and fallsRisk: Personal injury | Scouts and Leaders | Scouts and leaders instructed to wear appropriate footwear and this to be checked before the event startsScouts and leaders warned of potential hazards (wet grass, uneven ground) prior to event startingFirst aid kits to be available |  |
| Hazard: adverse weatherRisk: increased slipping, wet clothing | Scouts and leaders | Weather to be assessed before event start and during. Leaders to agree if safe to proceed / continue.Scouts asked to bring waterproofs top and trousers in event instructions sent via email. This is checked at drop offRemind scouts to take care on wet grass / footpaths |  |
| Hazard: damaged equipmentRisk: Personal injury | Scouts and leaders | Equipment used to be checked by the leaders prior to the eventScouts reminded of the proper use of the equipmentEquipment removed if any damage occurs during the event  |  |
| Hazard: COVID-19Risk: Infection spread through contact with other users of the environment | Scouts and leaders | Leaders assigned to a group supervision stay with that group.Scouts not to swop groupsScouts reminded to not approach other users of the environment (other scouts or members of the public)After use of the gate / stiles etc. hands are sanitized.  |  |
| Hazard: COVID-19Risk: Infection spread through use of equipment | Scouts and leaders | Individual maps will be provided to all. No equipment should be shared |  |
| Hazard: COVID 19Risk: Infection spread through first aid procedures | Scouts 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 and mask worn by scout 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, all routes are either on footpath alongside road or on footpath with 200m of a road. |  |
| Hazard: Scouts feels unwell or injured during eventRisk: personal injury | Scouts  | Leader to administer first aid if necessary, following COVID guidelinesLeader to contact parent/carer and request collection or call emergency services if appropriateAll parent contact details available to leaders and all leaders to carry charged mobile phoneMobile phone coverage of area checked before event. Each walking will have at least 2 fully charged working mobile phones.Medical history known to leaders especially asthma and any physical or coordination issues |  |
| Hazard: Scout behaviourRisk: exposes group to danger or injury | Scouts 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: Scout not collected by parent/carer at the end of the eventRisk: Distress | Scouts and leaders | Scout to remain with two leaders until collectedLeader to make contact with parent |  |
| Hazard: COVID-19Risk: infection spread at collection location | Scouts and leaders | Car share discouraged via parent email prior to eventAdult to meet with their group at pick up point – Dorridge Park Car Park, Bentley Heath Park Car Park or Knowle Library Car Park Pick up point in large car park with space for cars to park and turn. Parents encouraged to stay in vehicles and Scouts will be sent individually to their cars. |  |
| Hazard: COVID-19Risk: member develops symptoms after the event | Scouts 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 requiredRisk: scout not collected | Scouts | Leaders to have access to contact details for their group In touch person identified and briefed with contact procedures |  |
| Hazard: Personal equipmentRisk: Lack of or too much equipment leads to harm | Scouts | Kit list will be sent out prior to event.At departure point kit will be check (socially distanced) to ensure each Scout has the required kit needed. If a Scout has too much kit, excess will be given back to parents. |  |
| ***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 HillRole / level GSL 4th Knowle Sea Scout GroupDate 9/8/20 | **Checked by Executive** | Name, Phil GreenRole / level Chairman 4th Knowle Sea Scout GroupDate 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>’.