

Risk assessment.

Name of activity, event, and location	Bushcraft Bowley International Scout Centre	Date of risk assessment	25/10/24	Completed by	Glen Fendall
		Date of next review	25/10/26	Authorised by	Chris Taylor

What could go wrong? What hazard have you identified? What are the risks from it?	Who is at risk?	What are you going to do about it? How are the risks already controlled? What extra controls are needed? How will they be communicated to young people and adults and remain inclusive to all needs?	Review & revise What has changed that needs to be thought about and controlled?
A hazard is something that may cause harm or damage. The risk is the harm that may occur from the hazard.	For example: young people, adult volunteers, visitors	Controls are ways of making the activity safer by removing or reducing the risk. For example, you may use a different piece of equipment or you might change the way you do the activity.	Keep checking throughout the activity in case you need to change what you're doing or even stop the activity. This is a great place to add comments which will be used as part of the review.
Hazard: Slips, trips and falls Risk: Personal injury	Instructors Participants Spectators	Check the area to be used for any obvious obstacles, remove or re-route around them. Advise suitable footwear for terrain e.g. boots/strong shoes; tied shoelaces Inform participants of the risk and ask them to take care, no running. Participants warned of hazard of guy ropes from tarps and guy ropes to be marked with health and safety tape if appropriate to the group Pay particular attention to participants with mobility issues in regard to uneven ground/seating etc	
Hazard: Fire Setting and lighting Risk: Personal injury	Instructors Participants Spectators	Complete a safety briefing at the start of the session, especially in regard to the fire circle area. Ensure one person is in charge of the fire at all times and never leave unattended. Have a fire blanket, large bowl/bucket of water and 1st aid kit to hand. Ensure emergency and evacuation plans are in place.	

You can find more information in the Safety checklist for leaders and at scouts.org.uk/safety



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		Check wind direction & condition, if very gusty/ strong then be prepared to postpone/abandon fire. Remove any flammable objects from the area. Fires only to be lit in pre-selected areas, not under low hanging trees, near roads or buildings, under pylons or electricity cables and not directly over peat soil. Avoid lighting in very dry conditions. Sort materials to be used for lighting and burning beforehand discarding any dangerous materials such as nails, chemically treated or painted timber. Keep the fire small. Use a fire bowl or similar to raise the fire off the ground if appropriate.	
Hazard: Misuse of equipment Risk: Minor personal injury	Instructors Participants	Inform the group when and how to use any equipment correctly. Supervise everyone using equipment. Equipment to be stored safely when not in use. Ensure appropriate number of staff are available Check and maintain equipment	
Hazard: Collecting wood Risk: Personal injury	Instructors Participants	Participants given safety instruction on handling and PPE if required. Participants must not carry large or awkward logs by themselves.	
Hazard: Extinguishing the fire Risk: Out of control fire	Environment	Ensure fire is fully out before leaving the site. Use water/sand to extinguish the fire Ensure group is away from the fire circle when putting the fire out as there will be steam if extinguished with water Leave no trace	
Hazard: Food Preparation and cooking Risk: Personal injury / illness	Instructors Participants	At least one leader must hold a Food Hygiene Level 2 Qualification if preparing food for others. Wash hands before preparing food.	

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		Wash hands after touching raw meat. All cooking equipment to be clean before use. Ensure all food is thoroughly cooked before eating. Wash hands before eating food.	
Hazard: Eating Risk: Personal injury / illness	Instructors Participants	Warn people not to consume anything they find, i.e. berries, fungi, flowers etc. Warn people not to consume any food or drink during an activity as this could lead to choking or contamination from things in their environment. Only eat what instructors provide/advise. Ensure cooked food is appropriate temperature before eating e.g. marshmallows.	
Hazard: Infections and disease Risk: Personal injury / illness	Instructors Participants	Warn people not to consume anything they find, i.e. berries, fungi, flowers etc. Remind people not to put their fingers in their mouth/nose and to wash their hands after the activity. Advise everyone to cover any cuts or wounds	
Hazard: Use of fire Risk: Personal injury / burns	Instructors Participants Spectators	Ensure fire is only lit on suitable site or in a fire pit Ensure fire is managed constantly to ensure it does not become too big All participants must kneel when inside the fire circle and cooking on the fire No-one to cross the fire pit or lean over. Long hair must be tied back, loose clothing tucked in. Participants made aware there may be embers around the fire hearth When blowing on the fire adults faces must be at least two hands length away from the fire Participants to be made aware of dangers of cooking/warming food directly over the fire All must understand safe procedures of extinguishing fire and lowering	

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		ground temperature Bowl of water available near to fire in case of burns. First aid kit available at all times, first aiders made known to everyone	
Hazard: Out of control fire Risk: Personal injury / burns	Instructors Participants Spectators Environment	Ensure fire is of minimum required size. Fires only to be lit in suitable site. Ensure fire blanket and water/sand are in place. Ensure fire evacuation procedure is in place if appropriate and everyone is clear of procedures. Ensure fire is extinguished properly before leaving (dug over & ground temperature sufficiently lowered if a ground fire) Fire is never to be left unattended to ensure it does not become too big. Extinguish fire if wind strengthens or erratically changes direction. Only light fire in cleared area with no overhanging branches.	
Hazard: Cooking Risk: Personal injury, scalds & burns	Instructors Participants	Explain dangers of sharp knives etc when preparing food Explain and watch for potential issues with hot water/steam/cooking oil etc when cooking over fire. Watch for dangers associated with uneven ground – putting pan down/spillage etc	
Hazard: Use of tools Risk: Personal injury and/or fatality	Instructors Participants	Participants to only use knives/sharp tool when supervised. Participants to be given clear instructions on how to use knives/tools. Ensure safe working distances are adhered to (i.e. arm's length plus tool length apart). Participants to adhere to safe practice with tools. All tools are to be checked before and after use to ensure they are in working order (rusting, bluntness, handle etc) and should be cleaned/sharpened if necessary. Cutting tools to be stored in suitable closed container when not in use. Limit time using tool.	

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		Take regular breaks Check condition and grip of tool before use. Be aware of participant's grip of tool whilst using it. Observe for signs of tiredness/loss of concentration First aid kit and first aider available.	
Hazard: Adverse weather conditions Risk: Sunburn, hypothermia, hyperthermia	Instructors Participants Spectators	Staff to check weather forecasts before activity, observe throughout, stop activity if necessary and move to safety. Ensure participants have suitable clothing and access to warm/cold drinks. Brief on sun protection.	

Don't forget, as part of your programme planning, you should have contingency activities in reserve just in case you can't do what was planned or you need to stop half way through. Make sure this is shared with those involved, so everyone knows how to respond. You should have risk assessed contingency activities prior to them taking place and communicated key information to those involved as with all activities.