

Taceham Hundred Scout District – ACTIVITY RISK ASSESSMENT

2ND THATCHAM SCOUT HUT RISK ASSESSMENT



This risk assessment was prepared by Pete Frost , dated 27th January 2011. This document does not cover the Scout members once they have left site.

Severity (S) is described on a scale of 1 to 3 1 = minor damage or loss; 2 = serious damage or loss; 3 = fatality or total loss
 Likelihood (L) is described on a scale of 1 to 5: 1 = Most Unlikely; 2 = Unlikely; 3 = Fairly Likely; 4 = Likely; 5 = Most Likely
 The Risk Factor R = Severity (S) x Likelihood (L).

Activity Component	Significant Hazards	Person or object at risk	S	L	R	Controls & Assessments
Windows	Broken glass, Forced entry	All users	3	2	6	Consider using wire mesh or toughened glass to lesson risk of breakage by vandalism, locks, control activities (use of heavy balls etc).
Internal window sills	Members run into protruding at head height	All users	2	2	4	Reduce them flush with wall or pad to lesson injury
Blocked drainpipes and gutters	Slippery ground when wet or frozen	All users	2	2	4	Regular inspection and cleaning out
Services – water	Leaks, burst pipes	All users	2	2	4	Lag pipes, check regularly.
Services – Sewer and waste water	Leaks, blockage, disease	All users	2	3	6	Regular inspection
Central heating boiler/hot water system	Release of gases to building. Loss of use. Hot radiators	All users	2	3	6	Regular maintenance by a competent person Install carbon monoxide alarm. Use appropriate guards on radiators/heaters.
Electricity – overloaded sockets Trailing/damaged leads	Electrocution Fire Tripping	All users	3	2	6	Check equipment leads and plugs regularly. Remove anything substandard. Use a competent person for repairs and major inspetions. Isolate supply as necessary.
Doorways – Obstructions Poor lighting Uneven surfaces	Trips and falls Unable to operate doors in an emergency	All users	2	2	4	Ensure fire doors are unlocked and clear at all time. Check outside too. Install good lighting (plus emergency lighting) on exit routes. Practise fire drill at least once each term with all users (sections).
Storage – Combustible materials/rubbish	Fire Disease/vermin	All users	3	2	6	Careful storage in containers. Remove other potential ignition sources. Remove all rubbish, store food in proper containers or remove altogether where possible.
Camping	Rot, mildew	All users	3	2	6	Ensure kit is put away dry and store is kept dry and aired.

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equipment	Lifting heavy kit Storing at height					Breakdown into manageable amounts, work together. Don't expect cubs/scouts to lift things that are too heavy. Store heavy things down low and light things up high.
Gas cylinders and appliances	Leaks, fire/explosion Hoses in poor condition	All users	2	2	4	Store cylinders outside, in area free of combustible material. Away from drains and keep upright. Train users. Check before use. Ensure good ventilation when changing cylinders.
Kitchen – Sharp objects	cuts	All users	2	2	4	Reduce use of breakable glass and control access to sharp knives. Dispose of broken glass carefully.
Kitchen – Food and drink	Food poisoning Vermin Slipping on spills	All users	2	2	4	Ensure all food in date and stored correctly, anything out of date is disposed of. Label drinking water Avoid leaving food in premises where possible Clean up spills promptly.
Kitchen – Hot surfaces	Burns and scalds	All users	2	3	6	Use signage. Train users. Avoid deep fat fryers.
Toilets – Bacteria Legionella	Disease	All users	2	2	4	Regular inspection and cleaning of facilities. Good supply of toilet paper, soap, towels etc. Periodic check and run hot water system by competent person.
Toilets – Cleaning materials	Fumes, chemical burns	All users	3	2	6	Adult users must read labels carefully before use and follow the printed instructions. Have secure storage for all chemicals.
Grounds – Grass, rubbish, uneven ground	Risk of fire, tripping, and cuts	All users	2	2	4	Cut grass regularly and clear rubbish. Walk and assess area before running an activity.
Vandalism/theft – Access	Damage, loss of facilities	All users	2	2	4	Contact local police crime prevention officer for advice. Security lighting secure fencing, and regular checks.

Reviewed by Peter Frost

Date 27th January 2011