Risk Benefit Analysis.

Version 7: March 2023. Lewis Campbell - Head of Centre

Approved by: Bob Edwards, Managing Director

Signature: 

Stubbers Vision:

Stubbers Adventure Centre maintains that **every person** has the potential to be a **valuable contributor to the community** and their environment, in whichever path they choose to follow.
We lay the foundations for **self-discovery** and develop inherent skills within each person to help guide them along their way.
We seek to **inspire** them to realise their **full potential** as an individual, and to flourish as a **key member of any team**.

Stubbers Principles:

- We offer a **safe, neutral environment** to encourage people to engage and take risks.
- We **respect** and consider others, always without judgement.
- We are intuitive to the needs of others, and strive to always **give that extra 1%**.
- We believe **attitudes are contagious**, and always make sure ours is **positive**.
- We recognise and **reward hard work**, effort and determination.
- We will always **find a solution**.
- We make sure **everyone is included**, challenged by choice, and has a voice.
- We believe life should be exactly the right mix of **fun and education**.
- We believe in **second chances**.
- We understand that people **learn in different ways**; we teach in all.
- We see people for everything that they are and helping them **be all they can be**.

1.1. Purpose of the document

This document is the Code of Practice for Stubbers Adventure Centre and Stubbers Training Ltd and along with practices and procedures detailed in the Staff Handbook, includes safe practice in outdoor activities.

The procedures have been formulated with due consideration to the obligations of the Health & Safety at Work legislation, particularly where it relates to the management systems necessary to ensure the health and safety of employees and clients in outdoor activities.

This document therefore represents part of the company's formal response to its responsibilities under the Health and Safety at Work Act 1974 and associated regulations. This includes ensuring that all reasonable safety precautions are in place for those engaged in activities under the auspices of Stubbers Adventure Centre. In addition, the company has adopted the Code of Practice produced by the Adventurous Activity Licensing Service and operates within the guidelines produced by the local education authority.

1.2. Criteria

The criteria for safety within these Codes of Practice are not open to compromise. The criteria have, however, been kept to an essential minimum to allow trained and experienced persons to make their own judgements in particular situations and because it is impossible to cover every possible circumstance or occurrence.

Instructor guidelines are included. These are intended to assist the instructor in enhancing the safety of Adventurers their charge.

1.3. Responsibilities

The role of an instructor places a great responsibility on the individual. The degree to which this is the case is readily apparent from this document. However, the company and in particular the Managing Director does bear responsibility for the actions of the instructional staff. In meeting its responsibilities, the company will make provision for suitable and safe equipment to be available; appropriate instructor to adventurer ratios to be maintained; and for instructors to receive necessary training.

In stating responsibilities clearly, it is also recognised that the need for flexibility within an instructional session is desirable. Within the requirements of safe practice contained in this document are opportunities for instructors to respond to the needs of their charges on a particular occasion.

1.4. Discretion

Welfare of Adventurers is the primary concern. It is therefore more important that there is adequate supervision with regard to factors such as venue, weather conditions and age of group than to such things as rigidly adhering to instructor to Adventurer ratios. Responsible instructors will be encouraged to exercise discretion in operating within the Codes of Practice.

1.5. Conclusion

It is recognised that the key to safe practise in outdoor activities is the training and competence of the instructional staff. This competence may readily be demonstrated through the holding of national governing body qualifications or through Stubbers Adventure Centre's internal training and assessment policy.

This document is intended as a framework within which the instructors may exercise their competence and facilitate the safety, enjoyment and learning of Adventurers.

2.1 The Nature of Risk and Safety

Outdoor activities may also be described as adventure activities. They may be engaged in for a wide range of personal, physical, social, or educational purposes and for the experience of adventure that accrues to each participant.

The experience of adventure is a subjective phenomenon. That which is stimulating to one individual may barely attract the attention of another; or another may be so scared by the same activity that it becomes a negative experience.

No value judgements should be applied to the response a client makes to adventure experiences.
Inherent in challenge and adventure is an element of risk. It is recognised that all reasonable precautions should be taken to reduce the element of risk without an activity becoming so boring as to devalue it completely.
Stubbers Adventure Centre is concerned with managing risk so that the adventure deriving from perceived risk to the client is balanced by an acceptably low actual risk that pertains through good management of the activity by the instructor and the organisation.
Safety in outdoor activities derives from:

- Identifying the hazard personally and for the group.
- Relating the hazard to the client group and to the objective conditions (e.g., weather.)
- Determining the risk, i.e., the likelihood of a hazard causing harm.
- Managing the activity so that the risk is controlled.

Complete elimination of risk is not possible and perhaps not desirable, and therefore guarantees of safety cannot be given, but assurances can be given that all reasonable care and sensible preparatory arrangements have been taken.

2.2 Principles of Safety

Safe practice is an attitude of mind, a way of life; it is a blend of confidence, competence, and adaptability in the handling of potential dangers without causing unnecessary risks of physical or psychological harm.
In the interests of safety, it may be necessary to cancel or modify activities due to adverse weather conditions, unavailability of appropriate back up or the changing needs of clients.
It follows, therefore, that there are two principal strands in ensuring safe practice within an outdoor activity programme.

Firstly, that instructional staff are trained and competent in both the technical and in the social and leadership skills required.
Secondly, that a framework is in place within which instructional staff competences can be identified. Within this framework of organisational practices and procedure, instructors can exercise sound judgement to meet the needs of their clients, whilst fulfilling their responsibilities to the organisation.
Effective communication is critical to all aspects of safe practice, between the management and the instructors and between the instructors and their clients. Strategies are in place to ensure communication takes place effectively.

2.3 Management and Responsibility for Safety and Good Practice

The responsibility for safety within the Centre lies with the Board of Trustees and is delegated to the Managing Director. The Managing Director may delegate the implementation and supervision of safety arrangements in outdoor activities to competent senior staff.

The Centre recognises its responsibility to exercise a duty of care for all participants in outdoor activity programmes.

The Centre also recognises its obligations under Health and Safety legislation. In particular, those under Section 2.1, duties to employees; Section 2.3, the formulation of a written safety policy; and Section 3.1, duties to others.

The Managing Director is responsible for:

- The implementation and monitoring of the safety policy, the response to emergency situations and the investigation of incidents.
- The appropriate training and development of the instructional staff.
- Advising group leaders of their responsibilities whilst in *loco parentis* to gather consent forms and other relevant information from participants and to forward essential information to the Centre.
- Gathering consent forms and other relevant information from participants who are unaccompanied young people and for who the Managing Director is in *loco parentis.*
- Providing client groups with staff lists and qualifications on request.
- Providing client groups with relevant information on safety and good practice.

Each instructor is responsible:

- To the clients in their charge to ensure the outdoor activity experience is safe, enjoyable and provides learning opportunities.
- To their supervisor and Managing Director for the operation of the outdoor activity programme within the standard operating procedures.
- For reporting ongoing risk assessments made during the course of their duties.

Visiting teachers or adults in charge of a group:

Whilst not technically competent in outdoor activities remain *in loco parentis* and retain primary responsibility for supervising their charges at all times. If the visiting teacher becomes concerned about the safe conduct of the activity, they retain the responsibility for withdrawing their charges from the activity.

The Adventurer (Any participant)

Embedded in our delivery of adventure activities is the inclusion of the adventurer in the decision of the risks and benefits of their participation in the activity taking into consideration their confidence, their competence and any other conditions particular to that individual.

The option not to participate should always be available in a challenge by choice setting.

2.4 Complaints Procedure

Full Details are found in Staff handbook on page 37.
Complaints may be made verbally to the Managing Director or his staff at any time.
If necessary, this may be followed by a letter to the Managing Director.
If a satisfactory solution to the problem is not reached the complainant or the Managing Director may refer the matter in writing to the Chairman of the Trustees.
At the Chairman's sole discretion, the matter may be referred to the Board of Trustees.

2.5 Insurance

Employers' Liability:
Stubbers Adventure Centre is required by law, and therefore holds Employers' Liability Insurance. This covers legal liability towards employees in the event of injury arising out of and in the course of employment.

Public Liability:
This insures the Centre against any legal liability towards guests or members of the public. If there were to be an accident involving guests for which the Centre or an instructor or member of staff was held to be legally liable (i.e., negligence was proven) then this Policy would stand behind both the Centre and the staff member in the event of damages being awarded.

2.6 Risk Assessment

There is a danger of believing that absolute safety can be guaranteed. Whilst risk assessments and risk management can increase the safety margin in outdoor activities there is no sense in which a risk assessment can be regarded as complete.
This is true of an assessment of potential psychological danger as well as physical danger.
Strategies are in place in the Centre whereby the results of risk assessments can be disseminated in the instructional team and appropriate action taken. (Instructors' meetings, risk benefit analysis, etc.)

For each activity an initial risk assessment has been made, the results recorded and incorporated in the relevant standard operating procedures. This risk assessment is intended to establish the criteria for safe practice. Risk Benefit analysis is conducted first to identify the Benefits of an activity before weighing up the risks and their control measures.

Risk benefit statement:

In line with Stubbers mission statement we recognise that adventure activities allow young people to develop by meeting challenges they do not necessarily face every day and experience a sense of achievement in overcoming them. This document is not intended to be an excuse for any injury that occurs, and we aim to control significant hazards and risks appropriately. Some degree of risk is unavoidable if the sense of adventure and excitement is to be achieved. When we think about managing the risks, we believe that the benefits of the activity must also be considered.

The key message of the HSE's 2012 publication: Children's play and Leisure – Promoting a balanced approach: states that "Play is great for children's well-being and development. When planning and providing play opportunities, the goal is not to eliminate risk, but to weigh up the risks and benefits.
"No child will learn about risk if they are wrapped in cotton wool."

Stubbers Adventure Centre's risk benefit analysis has been written to consider the benefits of adventurers doing an activity when controlling the significant hazards and risks involved.

Dynamic risk assessment:
Further to the control measures identified within this document, Instructors will carry out ongoing dynamic risk assessment to identify any developing hazards and intervening accordingly. The nature of dynamic risk assessment is such that it is a real time, minute by minute assessment that does not lend itself to being recorded. It will be influenced by many factors including weather, confidence and competence of adventurers, group dynamic, external influences.

2.7 Equipment
All outdoor activity equipment will meet the national and international standards.

Life jackets:	BS3595 (CEN 100N or 150N) EC standard
Buoyancy aids:	BC/BACT Standard BA 83 (CEN 50N)
Helmets:	Water sports - of a design recommended by the BC/RYA
	All Terrain boarding - activity - UIAGM standards
Ropes / Climbing equipment	UIAGM standards

All of the equipment is checked for damage regularly, the performance tested where relevant. The results of tests will be recorded in a logbook.
Provision of equipment will be made to instructors in compliance with the Personal Protective Equipment at Work Regulations 1992, and to clients as a response to the Centre's duty of care and duties to others under the Health and Safety at Work etc Act 1974.

2.8 Training, Development and Assessment of Staff
Training will take place on the following occasions:

- Induction
- Initial job training
- Due to changed circumstances.
- Refresher training.

It will include the need for instructors to undertake and communicate ongoing risk assessments.
Training reviews and training need analyses will take place throughout the year and specifically during each instructor's annual performance review.
Where they are available, the coaching/leadership qualifications of the national governing bodies (NGB's) will be the focus of training activity.

Staff qualifications and training

All staff are competent to lead the activities that they deliver. Competent means that they:

- Hold an appropriate NGB award and / or will have been trained and assessed by a technical advisor or appropriately qualified and nominated member of Stubbers management team as detailed within 16.8 Competency Matrix located in the Central File index.
- Have completed a documented induction process including Health and safety training.
- Staff will be regularly monitored by the Management team for coaching feedback and safety standards. This will be recorded and reviewed regularly.
- Staff are given the opportunity to keep current either by running sessions, practising with peers or on toolbox talks (training updates).

Where NGB qualifications are not available and where an instructor is engaged in initial job training, a centre assessment procedure will be implemented to verify an instructor's suitability to deliver particular activity sessions. Central records are kept in the centre of each instructor's qualifications to instruct a particular activity. These are readily available to enquirers.

The training of instructors for activity sessions is carried out by appropriately qualified and/or experienced staff.

Where recommended by the AALA, a Technical Advisor has been nominated to advise on matters of policy / procedures and equipment and where necessary, to sign staff as competent to lead an activity with reference to the AALS guidance for minimum qualifications to lead "in scope" activities. For each activity zone, a Lead trainer has been appointed who will be responsible for procedures and training standards in their appointed area.

Technical Advisors

Zone	Sub Category	Name	Qualifications
Water sports	Sailing	None	Sailing not currently run at Stubbers until a Technical Advisor assigned

	Paddle sports	• Phil Hadley (Stubbers Technical Advisor.)	• BCU National Trainer
			• PSR provider trainer
			• BCU provider for:
			  ○ PSR, SUP safety award, PIA, SUP Instructor
			• BCU Core Coach:
			  ○ Canoe and kayak, SUP, WW kayak, WW SUP, WW Canoe, Open water canoe, OW SUP, Sea kayak.
			• BCU Leadership Provider for:
			  ○ PLA, Touring, coastal SUP, OW SUP, canoe, Sea Kayak, Bell boat Helm.
			• Provider for:
			  ○ CNTP and Foundation modules.

Towers	Towers	Paolo Fubini, Arrampica Ltd	ERCA Trainer, MIA
Motorsports	Water Based	Ben Maycock (Stubbers Chief Instructor)	RYA PWI, PBI, and Safety Boat provider.
	Land based	Bob Edwards (Stubbers CEO)	EASI Trainer BORDR/LANTRA Higher

2.9 Manual Handling Operations

Stubbers Adventure Centre recognises its responsibility under the Manual Handling Operations Regulations 1992, as amended 2002, which state:
Manual handling operations will be avoided as far as is reasonably practicable where there is a risk of injury.
Where it is not possible to avoid manual handling operations (MHO), an assessment of the operation will be made taking into account the task, the load, the working environment and the capability of the individual concerned. An assessment will be reviewed if there is any reason to suspect that it is no longer valid.
All possible steps will be taken to reduce the risk of injury to the lowest level possible.
Including the following:

- As far as reasonably practicable to avoid MHO where there is a risk of injury (Regulation 4(1)(a).
- Where it is not reasonably practicable to avoid MHO, to make an assessment based on the factors set out in the Schedule to the Regulations. There are four factors: the task, the load, the working environment, and individual capability.
- To take steps to reduce the risk of injury to the lowest level reasonably practicable, and where it is reasonably practicable to give precise information on the weight of the load and the position of the centre of gravity if it is not located centrally in the load (Regulation 4 (1)(b)(ii).
- To review the assessment if there is any reason to suspect that it is no longer valid, for example, if any injury were sustained while carrying out that manual operation (Regulation 4(2).

Manual handling undertaken by groups on activities will be closely supervised by the instructor and where guidelines have been set by the National Governing Body they will be adhered to.

3.1 Standard Operating Procedures - General

The Standard Operating Procedures form the Stubbers Adventure Centre's safe practice at work statements.
The instructor will be trained, assessed and deemed competent before leading an activity session.
Sessions should be conducted with the primary aims for the adventurer to:

1. Learn.
2. Be safe (as far as is reasonably practicable.)
3. Have fun.

Responsibility for safety during an activity session lies with the instructor designated to conduct the activity.
If parents, guardians or group leaders are present they retain responsibility for their children. In all other cases the instructor is in *loco parentis* which means they have to take responsibility as would be expected of a careful parent.
Consent forms will be obtained from the parent or guardian of unaccompanied young people for whom the Managing Director is in *loco parentis.*
If, in their judgement, it becomes necessary to alter the duration or location of any activity the instructor will seek guidance from the Duty Activity Coordinator.
Should it become necessary to cancel or shorten any activity session responsibility for the group remains with the designated instructor.

Where the safety of the group is at risk, the Managing Director will support the instructor's decision to terminate the session and/or return to the Centre if working at another location.
The instructor must be prepared to refuse to take an individual out on an activity if their inclusion in the group will jeopardise their own or the group's safety. The Managing Director will be supportive in such circumstances.

Equipment:

A. Instructors will be prepared for every reasonable eventuality.
B. Checks on the condition of Personal protective equipment should be made prior to use on each session. Repairs are to be carried out or the need for repairs reported in a defect log and to the person responsible.
C. Advice and example will be given on equipment use, care and transport, to develop in the adventurers a respect of equipment, e.g., climbing helmets must be carried carefully and put down the right way up.
D. If instructors use their own gear, they must discuss the responsibility of any risk to that gear with the Duty Activity Coordinator. Personal gear will be regarded as the Centre's in the event of it failing and an injury occurring.

3.2 Risk Assessment

Staff should accept responsibility for the continuing risk assessments and development of quality and good practice through feedback to regular instructors' meetings, activity memos, and access to Risk assessments where required.

Instructors are expected to be aware of growing concerns relating to health matters, e.g., Weil's disease, and should take appropriate steps to protect and advise group members as per session briefing card.

Before and during a particular activity session and notwithstanding previous risk assessments, the instructor will analyse the activity on a basis of safety. The following points will be used in considering the needs of the adventurers undertaking the activity:

A. Assess the hazards in the activity.
B. Decide whether those hazards should be left alone, reduced or eliminated.
C. Take appropriate action consistent with good practice to contain the hazards at the required level. Such action might include:
    - Avoidance - where dangers cannot be contained.
    - Care - where skill and watchfulness can reduce the risk to acceptable levels.
    - Protection - where specific equipment is needed.

D. Variables to be considered are:
    - The activity itself, e.g., sailing, climbing, canoeing.
    - The leader - no two instructors will respond to other variables in exactly the same way.
    - The party - skilled exponents, novice or unfit.
    - The equipment - purpose-made or make do.
    - The weather - wind, rain, temperature.
    - The time available - daylight hours, travel time.
    - The venue - selected for appropriate needs.

Adventurers must not be allowed to attempt anything which is beyond the leader's own "instructional ability". This is defined as that standard at which he is competent to retrieve the situation with efficiency and confidence. A leader's operating level is normally well below his own ability except where technical difficulties can be adequately safeguarded and/or adventurers can be relied on to give positive assistance. It is appreciated that at some point - particularly when progression is made to lead climbing, white water canoeing, etc. the leader's direct control is markedly reduced. They must, therefore, be certain that appropriate skills have been mastered and adequate precautions taken before progression is made.

Adventurers must not be allowed to attempt anything beyond their safe limit as assessed by the instructor. An instructor's training and experience often gives them better understanding of those limits than the adventurer themselves.

3.3. First Aid

Stubbers Adventure Centre recognises its responsibility under the Health and Safety (First Aid) Regulations 1981, SI 1981/917, which:
Refers to employees.
Through a duty of care/risk assessment relate first aid to clients engaged in outdoor activity.

Instructional staff will all hold or be preparing for examination for a nationally recognised First Aid qualification.
For minor injuries sustained during the course of work, First Aid materials may be used from Centre supplies.

The main First Aid station is:

First Aid Room

Emergency First Aid kits are available in:

Welcome centre.
Customer information point.
Boat shed workshop including eye wash.
Wild camp zone.
Water sports zone (The Cube)
Target's zone.
Tower's zone.
Source Coffee shop.
The Lookout.

Waterproof plaster packs are located at:

The Boating lake (Raft build store).
The Cube – (Paddle sports lake)
Sailing container.
The Barn (Motor sports Lake).

First Response / Major Incident Bags are positioned at:

Outside First Aid Room.
Operations Room.
Sales office.
Estate Managers' site vehicle

Where the injury is of a more serious nature, a local doctor or hospital will carry out treatment.
For instructional staff working off site, First Aid kits are supplied for use with adventurers in their charge.
Replacements of those supplies will be made from the Centre's stock.
In all cases of administration of First Aid, an Accident Report form is completed.
Accident Reports are monitored weekly by the Operations Manager and Activity Coordinators, monthly by the Managing Director. They are used in risk assessment to identify potential changes necessary to maintain safe practice.

3.4 Emergency Procedure

Stubbers Emergency Operating Procedures are published separately to this document and available in hard copy in the Operations Room for immediate reference and on the IT system but can be summarised:

A. Administer first aid to the casualty; or contact duty staff to take care of the casualty.
B. Ensure the safety of the remainder of the group.
C. Seek aid and evacuation where appropriate.
D. Report to the Duty Coordinator or Managing Director.
E. N.B. Never assume a fatality.
F. The Duty Activity Coordinator or responding Manager will then implement the relevant "Emergency Operating Procedure" (E.O.P.)
G. Where a group working off site is overdue on its return from an activity session the relevant E.O.P for failure to return will be implemented.

In the event of an emergency then a live log of events must be taken by an available member of staff on YAMMER for future reference and analysis.

3.5 Emergency Procedure Training

Stubbers Emergency Operating Procedures are aimed to be regularly tested 10 times a year with training exercises labelled "Code Indigo".
Staff will be provided with a timeframe for when a Code Indigo Training Scenario will be taking place at Morning Meeting to ensure everyone is aware.
A Training Scenario will have a designated Training Leader whose role will be to observe, report, and review but they are not able to take part.
Scenarios will be initiated with a Radio Call of "All Stations All Stations this is {Call sign} there is a Code Indigo Incident at {Location} Repeat All Stations All Stations this is {Call sign} there is a Code Indigo Incident at {Location} {Call sign} is Training Leader"
From there on out the incident will be treated as an emergency and use Code Indigo to identify as part of the training scenario. Once the scenario has ended the Training leader will announce on the Radio "All Stations All Stations this is {Call sign} The Code Indigo Scenario has now ended"
In the event an actual emergency arises then this will take priority and the Code Indigo event will be stopped.

3.6. Environmental Issues

Access

A landowner or their representative has a right to ask you to leave their property and can use reasonable force to achieve eviction. If the trespasser still refuses the police can be called and a charge of Breach of the Peace is possible.
On a right of way, the landowner has no right whatsoever to ask people to leave - providing they are continuing their journey and have not stopped, e.g., for lunch.
In addition to these principles the reputation of the Centre can hinge on the way we treat other people's property. Access to activity sites will not be presumed and will be negotiated with landowners where appropriate.

Conservation

As an environmentally conscious organisation, the Centre expects more than an acquaintance with the Country Code. Participants in all sessions should be made aware of the environment they are in and actively encouraged to assist in conserving their environment.
Conservation is not the ability to name every plant or animal that we come across, rather it is an attitude that if used wisely can be a positive help in our outdoor education programmes.
Fires will not be lit on land not belonging to the Centre except in the fireplaces provided.

Problems can be avoided by sensible and knowledgeable use of the land, e.g., avoid areas where the landowners are known to be sensitive to walkers - in practice, very few are totally against outsiders. (N.B. a path is no evidence of a right of way).
Do not walk through a growing crop, and if the field has to be crossed, go around the edge, not straight across the middle. Use gates and styles. Search them out if need be.
When leading off site activities, ensure that you are not using a Site of Special Scientific Interest (SSSI). Apart from any moral obligation to avoid these areas, climbing in such an area will almost certainly be restricted or illegal.
When walking you should know the following - is the area an SSSI or an AONB? Is it an ESA? Does it belong to a private landowner or the RSPB or NCC? Is it an NNR? The answers to these questions can radically affect both the use of and access to the land. All instructors should have a good basic local knowledge of these. The Essex Wildlife Trust (EWT) generally runs our local reserves.
When undertaking Field Studies, as well as all the foregoing, the instructor should avoid over sampling an area. Do not remove live animals unless they are required for genuine study. Return them to their habitat at the earliest convenient time.
Access and Conservation is a big subject, and these guidelines are no more than that. More information can be obtained from various books. For local knowledge and specific advice ask the Managing Director.

Abbreviations

AONB	Area of Outstanding Natural Beauty
ESA	Environmentally Sensitive Area
NCC	Nature Conservancy Council
NNR	National Nature Reserve
RSPB	Royal Society for the Protection of Birds
SSSI	Site of Special Scientific Interest

Delivery of adventurous activities on a 130-acre multi activity centre Risk Assessment.

CFI Reference: RA16.6 Date of Creation: 10/06/2022 Creator: Lewis Campbell

HAZARD	WORST CASE LOSS	PRESENT CONTROL METHODS	RISK	Risk VS Benefit Analysis
Name Hazard Detail informing what it is that is likely to cause harm	Reference Risk Level matrix . Identify worst case loss of hazard without control measures	Bullet point control measures in place to control hazard • Bullet point 1 • Bullet point 2 • Bullet point 3	Reference Risk Level matrix . Identify new worst case loss of hazard with control measures	Identify how the new Risk level still benefits the scenario. EXAMPLE1: Risk of falling removed and is now a perceived risk adding to learning for participant EXAMPLE 2: Risk to electrocution lowered to acceptable level with new fuse trips
Instructor: • Competence • Qualifications. • Induction. • Supervision. • Experience.	SIG	• All staff are competent and confident to lead the activity that they deliver. • Competent means that they: ○ Hold an appropriate NGB award and / or will have been trained and assessed by a technical advisor or appropriately qualified and nominated member of Stubbers management team as detailed within 16.8 Training Matrix located in the Central File index. ○ Have completed a documented induction process including Health and safety training. ○ Staff will be regularly monitored by the Management team for coaching feedback and safety standards. This will be recorded and reviewed regularly. ○ Staff are given the opportunity to keep current either by running sessions, practising with peers or on toolbox talks (training updates). • Confident means that: ○ The instructor is happy to lead the activity. ○ The adventurers are matched to the experience of the instructor. ○ The instructor is assessed as being in a suitable emotional and physical state to lead the activity.	INSIG	Through participation in adventure activities, it is likely that some Adventurers may still sustain minor injuries and there is a remote possibility that a major (RIDDOR reportable) injury may occur.
Delayed response to an accident requiring assistance from additional staff.	SIG	• All staff will carry a radio or alternate means of summoning assistance.	INSIG	
Jewellery, Body and facial piercings.	SIG	• Piercings to be removed or covered up. • Jewellery to be removed if it poses a relevant hazard.	INSIG	
Lack of supervision.	SIG	• Instructors will supervise based on a ratio of 1 Instructor to 10 Adventurers. Ratios may be exceeding when the individual activity risk assessment and or Instructor experience permits. In all cases the decision to exceed the ratio must be approved and recorded by the Duty Activity Coordinator. • Once Instructors have taken responsibility for adventurers they should be under appropriate supervision as per the Supervision model as described in the Staff handbook. • A regular head count should be carried out to ensure adventurers are all present. • Responsibility will be verbally handed over to a group leader or teacher upon	INSIG	

HAZARD	WORST CASE LOSS	PRESENT CONTROL METHODS	RISK	
		completion of each activity.		

Assistant competence	SIG	• Assistants on activities are included in ratios for the following activities unless they have evidence of competency:
		  ○ Kayaking
		  ○ Canoeing
		  ○ SUP
		  ○ Kata Kanu and Bell Boat
		• The nominated Instructor has legal responsibility for Adventurers on their activity. This responsibility cannot be devolved to an assistant.
		• For all other activity's assistants are to be given direction and put to gainful use to the limit of their ability.
			INSIG	

Adventurers unprepared for weather conditions.	SIG	• Instructors are briefed on weather forecast daily. • Instructors are to ensure that adventurers are appropriately dressed and should be prepared to adapt sessions to suit weather as appropriate. • In the event of adverse weather sessions to respond appropriately as detailed within the session specific risk assessment.	INSIG	
Late comers to an activity that has already started.	SIG	• Late comers to follow the same progression as the rest of the group • As soon as possible ensure that late comers are fully briefed and not advance the session until they have demonstrated competence and confidence. Ask for assistance as necessary.	INSIG	
Pre-existing medical conditions.	SIG	• Disclosure form completed and signed by group leader. • Verbal medical disclosure to instructor at the start of each session.	MOD	
Inconsistent safety briefing information provided to adventurers	SIG	• Instructors provided with a information card as part of uniform to be caried with them during all working hours. See **Figure 1** Below	INSIG	

Date of Review	Name of person completing Risk Assessment	Position of Person completing Risk Assessment	Reviewers Signature
10/06/2022	Lewis Campbell	Head of Centre	L.Campbell

Figure 1.
Beginning of activity session lesson plan and Risk disclosure card.
Carried by all staff. Delivered at the beginning of every activity.

INSTRUCTORS - Environmental considerations for the running of sessions.

- Dry? *Ground conditions - falls and speed.*
- Equipment damage? *Ground conditions.*
- Wet / Muddy? *Ground and apparatus.*

"I'm [name], and welcome to [Activity name].
During this session you will be... *(basic and short lesson plan)*
There are some potential hazards we need to be aware of, they are...

Activity	▪ Trip or slip? *How + What?*	▪ Impact? *Fall, swing, person or object.*	▪ Entrapment? *Long hair, Jewellery, clothing.*
Water based?	▪Non-swimmers?	▪ Open cuts or grazes? *Cover*	▪ Shower afterwards *Recommend*

I can't rule out the chance of injury but it's my job to make this activity as safe as possible, in order to do this I need your full cooperation.
Is everyone happy to take part in the activity?" *[Get acknowledgement]*

If at any time you don't feel well or if you get injured, please stop what you are doing and tell me straight away.
It's important that if anyone has any medical conditions or injuries I know about them now... or have a quiet word with me in the next few minutes.

Risk disclosure card Version 2 Dec 2015

End of session injury check, customer feedback and review card
Carried by all staff. Delivered at the end of every session to confirm learning, check for injuries and hand over responsibility of Adventurers back to adult leader.

End of session: Injury check...
If anyone has injured themselves during this activity it is important that you tell me now so I can help. If later you find an injury please ask for help from a member of staff.

End of session review Ideas

Tell me **E**xplain **D**escribe
- what did you like about it?
- how you felt?
- how could you improve?
- what would you change if you did it again?

2
Experience
What did you do?
How did you feel?
What did you learn?
Where can you use that?
Learning outcome

3

What do we need to stop doing?
What do we need to be careful of doing?
What do we need to be keep doing?

Remember to use funnelling in your questioning...
Open Questions Leading Questions Closed Questions

Handover of responsibility...
Your adventurers must be handed over to an adult member of staff from the group.

End of session routine Version 3 Dec 2019

WORST CASE LOSS

a. Fatality

b. Major Injury eg

- Fracture of the skull, spine or pelvis.
- Fracture of any bone in the arm or wrist but not in the hand, or in the leg but not in the foot.
- Amputation of a hand or foot or a finger, thumb or toe, or any part thereof if the joint or bone is completely severed.
- The loss of sight of an eye, penetrating injury to an eye or a chemical or hot metal burn to an eye.
- Injury or loss of consciousness resulting in either case from electric shock.
- Loss of consciousness resulting from absorption of any substance by inhalation, ingestion or through the skin.
- Acute illness requiring medical treatment where there is reason to believe that this resulted from exposure to a pathogen or infected material.

c. Minor Injury:

- Small cuts grazes or injuries requiring minor medical assistance / treatment.

d. Environmental/ Equipment Damage

LIKELIHOOD OF OCCURRENCE – (Given that Present Control Measures are In Place)

Likely	Occurs repeatedly / harm may be expected
Probable	Likely to occur several times
Possible	Could occur sometime
Remote	Unlikely, though conceivable
Improbable	So unlikely that the probability is close to zero

RISK LEVEL MATRIX

	Likelihood of Occurrence				
Worst Case Loss	Likely	Probable	Possible	Remote	Improbable
Fatality	SIG	SIG	SIG	MOD	INSIG
Major injury	SIG	SIG	MOD	INSIG	INSIG
Minor injury	MOD	MOD	INSIG	INSIG	INSIG
Environmental damage	MOD	INSIG	INSIG	INSIG	INSIG

SIG SIG= Significant Risk

MOD = Moderate risk

INSIG = Insignificant risk

Delivering adventurous activities to Vulnerable adults and under 8s Risk Assessment.

CFI Reference: RA16.6 Date of Creation: 10/06/2022 Creator: Lewis Campbell

HAZARD	WORST CASE LOSS	PRESENT CONTROL METHODS	RISK	Risk VS Benefit Analysis
Name Hazard Detail informing what it is that is likely to cause harm	Reference Risk Level matrix . Identify worst case loss of hazard without control measures	Bullet point control measures in place to control hazard • Bullet point 1 • Bullet point 2 • Bullet point 3	Reference Risk Level matrix . Identify new worst case loss of hazard with control measures	Identify how the new Risk level still benefits the scenario. EXAMPLE1: Risk of falling removed and is now a perceived risk adding to learning for participant EXAMPLE 2: Risk to electrocution lowered to acceptable level with new fuse trips
Lack of risk awareness.	SIG	• Groups of adventurers under 8 or with vulnerable adults will be accompanied by an at least one adult carer or an additional member of Stubbers staff. • Groups arriving with additional needs adventurers are recommended to bring adequate supervision for those with additional needs in line with their care requirements • Instructors trained as part of their induction process to be mindful that young adventurers or vulnerable adults will have little or no awareness of personal safety or responsibility and should be prepared to modify the activity as they deem necessary.	MOD	
Reduced Attention Span	SIG	• Instructors trained as part of their induction be aware that younger adventurers and vulnerable adults will have a shorter attention span. • Safety briefing may be broken into “bite size” chunks with a “driving test” or understanding check after each section to aid retention. • Instructors should attempt to plan rest and toilet breaks into their session plans as required.	INSIG	
Additional Hazards that pertain to this risk assessment are also assessed in RA16.6 Delivery of Adventurous activities at an 130 acre Multi Activity Centre Risk Assessment				

Date of Review	Name of person completing Risk Assessment	Position of Person completing Risk Assessment	Reviewers Signature
10/06/2022	Lewis Campbell	Head of Centre	L.Campbell

WORST CASE LOSS

a. Fatality

b. Major Injury eg

- Fracture of the skull, spine or pelvis.
- Fracture of any bone in the arm or wrist but not in the hand, or in the leg but not in the foot.
- Amputation of a hand or foot or a finger, thumb or toe, or any part thereof if the joint or bone is completely severed.
- The loss of sight of an eye, penetrating injury to an eye or a chemical or hot metal burn to an eye.
- Injury or loss of consciousness resulting in either case from electric shock.
- Loss of consciousness resulting from absorption of any substance by inhalation, ingestion or through the skin.
- Acute illness requiring medical treatment where there is reason to believe that this resulted from exposure to a pathogen or infected material.

c. Minor Injury:

- Small cuts grazes or injuries requiring minor medical assistance / treatment.

d. Environmental/ Equipment Damage

LIKELIHOOD OF OCCURRENCE – (Given that Present Control Measures are In Place)

Likely	Occurs repeatedly / harm may be expected
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RISK LEVEL MATRIX

	Likelihood of Occurrence				
Worst Case Loss	Likely	Probable	Possible	Remote	Improbable
Fatality	SIG	SIG	SIG	MOD	INSIG
Major injury	SIG	SIG	MOD	INSIG	INSIG
Minor injury	MOD	MOD	INSIG	INSIG	INSIG
Environmental damage	MOD	INSIG	INSIG	INSIG	INSIG

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Religious apparel during activities Risk Assessment.

CFI Reference: RA16.6 Date of Creation: 10/06/2022 Creator: Lewis Campbell

HAZARD	WORST CASE LOSS	PRESENT CONTROL METHODS	RISK	Risk VS Benefit Analysis
Name Hazard Detail informing what it is that is likely to cause harm	Reference Risk Level matrix . Identify worst case loss of hazard without control measures	Bullet point control measures in place to control hazard • Bullet point 1 • Bullet point 2 • Bullet point 3	Reference Risk Level matrix . Identify new worst case loss of hazard with control measures	Identify how the new Risk level still benefits the scenario. EXAMPLE1: Risk of falling removed and is now a perceived risk adding to learning for participant EXAMPLE 2: Risk to electrocution lowered to acceptable level with new fuse trips
PPE compromised by Religious apparel	SIG	• Risk disclosure to include: Briefing that religious apparel may affect adventurers ability to participate in the activity due to increased risk and Stubbers are able to provide: o A private place to change /adjust their religious apparel in order to fit the required PPE which will checked by the instructor before taking part in the activity. • Religious apparel is assessed on a case by case session by session basis. Where instructor is unsure of the effect of religious apparel they are to seek clearance from the Duty Manager prior to allowing adventurer to participate in the activity. • Where safety of the adventurer is compromised by religious apparel then the adventurer is unable to partake in the activity	MOD	
Turbans in Place of helmets	SIG	• Risk disclosure to include: Recommendation that a safety helmet may offer more protection. o A private place to change /adjust their hair, turban or change into a helmet to be offered and checked before taking part in the activity. • Following a consultation with: - HSE, AALS, BMC, MLTE, Stubbers technical advisor and British Sikh Foundation. Turbans can be worn in lieu of helmets on all activities *with the exception of Quad Biking.*	MOD	
Sharp objects on activities at height – eg Kirpan	SIG	• Sharp objects with the potential to fall during the activity are not permitted to remain on the adventurer when they partake in the activity. • Instructor to check for objects with potential to fall as part of precommitment checks.	INSIG	
Sharp objects on activities in water – eg Kirpan	SIG	• Risk disclosure to include: Briefing how sharp objects may affect the session equipment during the session and adventurers ability to participate in the activity.	INSIG	

Date of Review	Name of person completing Risk Assessment	Position of Person completing Risk Assessment	Reviewers Signature
10/06/2022	Lewis Campbell	Head of Centre	L.Campbell

WORST CASE LOSS

a. Fatality

b. Major Injury eg

- Fracture of the skull, spine or pelvis.
- Fracture of any bone in the arm or wrist but not in the hand, or in the leg but not in the foot.
- Amputation of a hand or foot or a finger, thumb or toe, or any part thereof if the joint or bone is completely severed.
- The loss of sight of an eye, penetrating injury to an eye or a chemical or hot metal burn to an eye.
- Injury or loss of consciousness resulting in either case from electric shock.
- Loss of consciousness resulting from absorption of any substance by inhalation, ingestion or through the skin.
- Acute illness requiring medical treatment where there is reason to believe that this resulted from exposure to a pathogen or infected material.

c. Minor Injury:

- Small cuts grazes or injuries requiring minor medical assistance / treatment.

d. Environmental/ Equipment Damage

LIKELIHOOD OF OCCURRENCE – (Given that Present Control Measures are In Place)

Likely	Occurs repeatedly / harm may be expected
Probable	Likely to occur several times
Possible	Could occur sometime
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Improbable	So unlikely that the probability is close to zero

RISK LEVEL MATRIX

	Likelihood of Occurrence				
Worst Case Loss	Likely	Probable	Possible	Remote	Improbable
Fatality	SIG	SIG	SIG	MOD	INSIG
Major injury	SIG	SIG	MOD	INSIG	INSIG
Minor injury	MOD	MOD	INSIG	INSIG	INSIG
Environmental damage	MOD	INSIG	INSIG	INSIG	INSIG

SIG SIG= Significant Risk

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Water Based Activities Risk Assessment.

CFI Reference: RA16.6.1 Date of Creation: 26/07/2022 Creator: Lewis Campbell

HAZARD	WORST CASE LOSS	PRESENT CONTROL METHODS	RISK	Risk VS Benefit Analysis
Name Hazard Detail informing what it is that is likely to cause harm	Reference Risk Level matrix . Identify worst case loss of hazard without control measures	Bullet point control measures in place to control hazard • Bullet point 1 • Bullet point 2 • Bullet point 3	Reference Risk Level matrix . Identify new worst case loss of hazard with control measures	Identify how the new Risk level still benefits the scenario. EXAMPLE1: Risk of falling removed and is now a perceived risk adding to learning for participant
Drowning.	SIG	• Safety procedures and risk disclosure will be included in the safety brief. • All Adventurers will wear personal flotation devices (PFD). The instructor will check that this is correctly fitted before entering the water. • All Adventurers under 18 will wear Watersports helmet. The instructor will check that this is correctly fitted before entering the water. (Specific to raft building & XL SUP) • All Adventurers 18 or over will be advised to wear a Watersports helmet. The instructor will check that this is correctly fitted before entering the water. (Specific to raft building & XL SUP.) • The instructor should be within rescue reach of their group if they are not the first on and the last off the water. Therefore, able to reach adventurers quickly if required. • Instructor will be suitably Qualified by the Relevant National Governing Body for the activity and signed off by the relevant Stubbers Staff. • The instructor must put themselves in the best possible position to supervise the session and keep the group close together in a designated area. • Boarding and alighting from Bell boats and Kata Kanu's should be closely supervised by the instructor. • Safety Boat to be on Lake for all pre book watersports activities taking place. Stubbers Pre book activities ratios are 1:30 (additional person in safety boat) • Instructed and coached sessions run to norm 1:10, 1:12 with management approval and recorded for the day. • Adventurers will be put in coloured tabards/bibs to help identify them easier.	INSIG	Adventurers develop water safety awareness whilst challenging any fears they might have. Confidence is built along with coordination, cooperation, balance, communication and activity specific skills.
Lightning Strike.	SIG	• In the event of lightning, water sports activities should seek shelter off the water while a lightning storm is nearby. • Weather report checked prior to activity taking place. • In the event of lightning or Thunder strike activity is to stop immediately until deemed safe to return to activity.	INSIG	The risk is controlled to an acceptable level.

Hazardous weather conditions.	SIG	• Weather report checked prior to activity taking place.
		• When planning session instructor will consider:
		  ○ Wind direction and speed
		  ○ Chances of rain
		  ○ Temperature
		• Where deemed inappropriate to carry out session a member of Stubbers Management will make the decision on whether the session is safe to go ahead.
			INSIG	Not all-weather conditions can be anticipated and must be risk assessed on the day.

Hypothermia.	SIG	• Water and Air Temperature to be taken into consideration by the Instructor and session plan adapted as necessary. • Wet suits are a must for specific activities when the water temperature is below 20 degrees Celsius.	INSIG	Options are available to reduce risk to an acceptable level to still allow for a fun, enjoyable, and educational session even in adverse weather conditions

HAZARD	WORST CASE LOSS	PRESENT CONTROL METHODS	RISK	
		• If water temperature is over 20 degrees Celsius and suitable wind temp and gusts, adventurers do not need		
Water borne Hazards including Leptospirosis.	MOD	• Group to be encouraged to shower after water sports and all open wounds to be covered. • Water testing to take place in each lake used for water sports in 3 separate locations on each lake. Frequency of testing will be every 6 months with additional tests as required.	INSIG	
Adventurer wearing inappropriate clothing for activity.	MOD	• Adventurers advised ahead of taking part in activity of appropriate clothing for the activity. Closed toe footwear is to be worn other than when: o A Parent or Guardian is present and able to give consent for any under 18's not to wear shoes. o A verbal risk disclosure to be given recommending that footwear should be worn due to underwater hazards by the shoreline, if they choose not to wear protection it is at their own risk. OR o Whilst on jetty and pontoon areas at Coys lake, Jet Skis or inflatables. o SUP Yoga lessons: Once anchored, shoes may be removed. • Area in-front of paddleboard rack must be inspected at the beginning of each day for any hazards. • Where necessary, the instructor will risk access the individual's situation and make a justified appropriate decision and seek clearance from an Activity Co-Ordinator.	INSIG	
Animal borne biological Hazards.	SIG	• Wild Animals who are ill or dead to be removed from the area safely prior to the session starting • Animal excrement to be cleared from the area as part of session kit up	INSIG	
Equipment failure.	MOD	• All equipment checked prior to use for the session • PPE will be visually inspected: on issue, after fitting, during use and on return. • After fitting equipment is to be inspected by the instructor methodically with the Adventurers stood static. • Helmets and PFD's are subject to a recorded quarterly inspection by trained and competent staff.	INSIG	N/A
Entrapment or Entanglement.	SIG	• Rescue knives carried aboard Rescue boats and Jet skis. • Instructors to carry a rescue knife for Raft building sessions.	INSIG	
Access and egress to activity area.	MOD	• Locations, ability, and additional needs of group is assessed when selecting access and egress sites to Lakes to plan an appropriate route. • Instructor to select suitable site with reference to ground conditions and any slip hazards present. • Instructor to select suitable access/egress with wind and weather conditions.	INSIG	
Slips trips and falls on access ramps for Pontoons	MOD	• Wheelchairs to be moved backwards down all inclines with a helper / adult in attendance. • Lap belts on wheelchairs should be undone before going onto pontoons and ramps. • Everyone on pontoons & access ramps will be wearing PDFs. • Risk disclosure to trip hazard at base of access ramps.	INSIG	
Miscommunication when transporting / assisting adventurers with additional needs.	SIG	• A verbal plan should be agreed between visiting staff and Stubbers staff as to the best method of transfer and movement of disabled individuals on jetties.	INSIG	
Movement of boats, trailers and refuelling.	SIG	• Assistants who are under 18 are not permitted in store or workshop areas when equipment is being moved, cleaner of refuelled unless they are attending a training course. • Power boat fuel tanks must be stored in outside fuel stores and not within boats due to the hazards associated with petrol fumes.	INSIG	

HAZARD	WORST CASE LOSS	PRESENT CONTROL METHODS	RISK	
Paddles.	SIG	• Safety briefing to include proximity to other Adventurers. • If games involving swapping seats are played, paddles should not be held and should be positioned so as not to cause injury.	INSIG	
Injury from lifting and moving equipment.	SIG	• All staff have manual handling training and are shown how to carry and lift all equipment correctly. • Staff to correctly show and supervise adventurers how to lift and move equipment. • Staff to intervene if adventurers are not lifting or moving equipment correctly.	INSIG	Allows adventurers to look after their own equipment.

Date of Review	Name of person completing Risk Assessment	Position of Person completing Risk Assessment	Reviewers Signature
26/07/2022.	Lewis Campbell.	Head of Centre.	L.Campbell.
26/07/2022.	Tony Illidge.	Activity Co-Ordinator.	T.Illidge.

WORST CASE LOSS

a. Fatality

b. Major Injury eg

- Fracture of the skull, spine or pelvis.
- Fracture of any bone in the arm or wrist but not in the hand, or in the leg but not in the foot.
- Amputation of a hand or foot or a finger, thumb or toe, or any part thereof if the joint or bone is completely severed.
- The loss of sight of an eye, penetrating injury to an eye or a chemical or hot metal burn to an eye.
- Injury or loss of consciousness resulting in either case from electric shock.
- Loss of consciousness resulting from absorption of any substance by inhalation, ingestion or through the skin.
- Acute illness requiring medical treatment where there is reason to believe that this resulted from exposure to a pathogen or infected material.

c. Minor Injury:

- Small cuts grazes or injuries requiring minor medical assistance / treatment.

d. Environmental/ Equipment Damage

LIKELIHOOD OF OCCURRENCE – (Given that Present Control Measures are In Place)

Likely	Occurs repeatedly / harm may be expected.
Probable	Likely to occur several times.
Possible	Could occur sometime.
Remote	Unlikely, though conceivable.
Improbable	So unlikely that the probability is close to zero.

RISK LEVEL MATRIX

	Likelihood of Occurrence				
Worst Case Loss	Likely	Probable	Possible	Remote	Improbable
Fatality	SIG	SIG	SIG	MOD	INSIG
Major injury	SIG	SIG	MOD	INSIG	INSIG
Minor injury	MOD	MOD	INSIG	INSIG	INSIG
Environmental damage	MOD	INSIG	INSIG	INSIG	INSIG

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Canoeing Risk Assessment.

CFI Reference: RA16.6.1 Date of Creation: 26/07/2022 Creator: Lewis Campbell

HAZARD	WORST CASE LOSS	PRESENT CONTROL METHODS	RISK	Risk VS Benefit Analysis
Name Hazard Detail informing what it is that is likely to cause harm	Reference Risk Level matrix . Identify worst case loss of hazard without control measures	Bullet point control measures in place to control hazard • Bullet point 1 • Bullet point 2 • Bullet point 3	Reference Risk Level matrix . Identify new worst case loss of hazard with control measures	Identify how the new Risk level still benefits the scenario. EXAMPLE1: Risk of falling removed and is now a perceived risk adding to learning for participant EXAMPLE 2: Risk to electrocution lowered to acceptable level with new fuse trips
Participant falling out of Canoe in shallow water	SIG	• Adventurers to Sit or Kneel in Canoe at all times. • Safety brief to include awareness of balance of Canoes. • Safety brief to include no gunwale bobbing/ standing on the Canoe gunwales.	INSIG	
Generic water-based activity hazards that pertain to this Risk assessment are also assessed in RA16.6.1 Water Based Activities				

Date of Review	Name of person completing Risk Assessment	Position of Person completing Risk Assessment	Reviewers Signature
10.12.2022	Lewis Campbell	Head of Centre	L.Campbell
10.12.2022	Tony Illidge	Activities Co-Ordinator	T.Illidge

WORST CASE LOSS

a. Fatality

b. Major Injury eg

- Fracture of the skull, spine or pelvis.
- Fracture of any bone in the arm or wrist but not in the hand, or in the leg but not in the foot.
- Amputation of a hand or foot or a finger, thumb or toe, or any part thereof if the joint or bone is completely severed.
- The loss of sight of an eye, penetrating injury to an eye or a chemical or hot metal burn to an eye.
- Injury or loss of consciousness resulting in either case from electric shock.
- Loss of consciousness resulting from absorption of any substance by inhalation, ingestion or through the skin.
- Acute illness requiring medical treatment where there is reason to believe that this resulted from exposure to a pathogen or infected material.

c. Minor Injury:

- Small cuts grazes or injuries requiring minor medical assistance / treatment.

d. Environmental/ Equipment Damage

LIKELIHOOD OF OCCURRENCE – (Given that Present Control Measures are In Place)

Likely	Occurs repeatedly / harm may be expected
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RISK LEVEL MATRIX

	Likelihood of Occurrence				
Worst Case Loss	Likely	Probable	Possible	Remote	Improbable
Fatality	SIG	SIG	SIG	MOD	INSIG
Major injury	SIG	SIG	MOD	INSIG	INSIG
Minor injury	MOD	MOD	INSIG	INSIG	INSIG
Environmental damage	MOD	INSIG	INSIG	INSIG	INSIG

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Kayaking & Double Kayaking risk assessment.

CFI Reference: RA16.6.1 Date of Creation: 26/07/2022 Creator: Lewis Campbell

HAZARD	WORST CASE LOSS	PRESENT CONTROL METHODS	RISK	Risk VS Benefit Analysis
Name Hazard Detail informing what it is that is likely to cause harm	Reference Risk Level matrix . Identify worst case loss of hazard without control measures	Bullet point control measures in place to control hazard • Bullet point 1 • Bullet point 2 • Bullet point 3	Reference Risk Level matrix. Identify new worst-case loss of hazard with control measures	Identify how the new Risk level still benefits the scenario. EXAMPLE1: Risk of falling removed and is now a perceived risk adding to learning for participant EXAMPLE 2: Risk to electrocution lowered to acceptable level with new fuse trips
Falling out of Kayak in shallow water.	SIG	• Adventurers to be made aware of what to do in shallows in safety brief. • All adventurers wear PFD's. • Adventurers not to stand up on/in Kayaks in shallow water.	INSIG	.
Generic water-based activity hazards that pertain to this Risk assessment are also assessed in RA16.6.1 Water Based Activities				

Date of Review	Name of person completing Risk Assessment	Position of Person completing Risk Assessment	Reviewers Signature
10.12.2022	Lewis Campbell.	Head of Centre	L.Campbell.
10.12.2022.	Tony Illidge.	Activity Co-Ordinator	T.Illidge.

WORST CASE LOSS

a. Fatality

b. Major Injury eg

- Fracture of the skull, spine or pelvis.
- Fracture of any bone in the arm or wrist but not in the hand, or in the leg but not in the foot.
- Amputation of a hand or foot or a finger, thumb or toe, or any part thereof if the joint or bone is completely severed.
- The loss of sight of an eye, penetrating injury to an eye or a chemical or hot metal burn to an eye.
- Injury or loss of consciousness resulting in either case from electric shock.
- Loss of consciousness resulting from absorption of any substance by inhalation, ingestion or through the skin.
- Acute illness requiring medical treatment where there is reason to believe that this resulted from exposure to a pathogen or infected material.

c. Minor Injury:

- Small cuts grazes or injuries requiring minor medical assistance / treatment.

d. Environmental/ Equipment Damage

LIKELIHOOD OF OCCURRENCE – (Given that Present Control Measures are In Place)

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RISK LEVEL MATRIX

	Likelihood of Occurrence				
Worst Case Loss	Likely	Probable	Possible	Remote	Improbable
Fatality	SIG	SIG	SIG	MOD	INSIG
Major injury	SIG	SIG	MOD	INSIG	INSIG
Minor injury	MOD	MOD	INSIG	INSIG	INSIG
Environmental damage	MOD	INSIG	INSIG	INSIG	INSIG

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Paddle boarding Risk Assessment.

CFI Reference: RA16.6.1 Date of Creation: 26/07/2022 Creator: Lewis Campbell

HAZARD	WORST CASE LOSS	PRESENT CONTROL METHODS	RISK	Risk VS Benefit Analysis
Name Hazard Detail informing what it is that is likely to cause harm	Reference Risk Level matrix . Identify worst case loss of hazard without control measures	Bullet point control measures in place to control hazard • Bullet point 1 • Bullet point 2 • Bullet point 3	Reference Risk Level matrix . Identify new worst case loss of hazard with control measures	Identify how the new Risk level still benefits the scenario. EXAMPLE1: Risk of falling removed and is now a perceived risk adding to learning for participant EXAMPLE 2: Risk to electrocution lowered to acceptable level with new fuse trips
Separation from paddleboard	MOD	• All Adventurers and the Instructor to wear a SUP leash. This should not be removed.	INSIG	

Participant falling off the board in shallow water	SIG	• Session progression through the following route:
		  ○ Prone,
		  ○ Kneeling,
		  ○ Standing.
		• Adventurers to Kneel or lie prone when in close proximity to the shore.
		• Safety brief to include safe falling in technique (away from the board).
		• Safety brief to include on Knees or proneing in shallows of the lake.
			INSIG	

Participant colliding with other craft	SIG	• Safety brief to include kneeling down when in close proximity to other Adventurers and craft.	INSIG	
Generic water based activity hazards that pertain to this Risk assessment are also assessed in RA16.6.1 Water Based Activities				

Date of Review	Name of person completing Risk Assessment	Position of Person completing Risk Assessment	Reviewers Signature
26.07.2022	Lewis Campbell	Head of Centre	L.Campbell
26.07.2022	Tony Illidge	Activities Co-Ordinator	T.Illidge

WORST CASE LOSS

a. Fatality

b. Major Injury eg

- Fracture of the skull, spine or pelvis.
- Fracture of any bone in the arm or wrist but not in the hand, or in the leg but not in the foot.
- Amputation of a hand or foot or a finger, thumb or toe, or any part thereof if the joint or bone is completely severed.
- The loss of sight of an eye, penetrating injury to an eye or a chemical or hot metal burn to an eye.
- Injury or loss of consciousness resulting in either case from electric shock.
- Loss of consciousness resulting from absorption of any substance by inhalation, ingestion or through the skin.
- Acute illness requiring medical treatment where there is reason to believe that this resulted from exposure to a pathogen or infected material.

c. Minor Injury:

- Small cuts grazes or injuries requiring minor medical assistance / treatment.

d. Environmental/ Equipment Damage

LIKELIHOOD OF OCCURRENCE – (Given that Present Control Measures are In Place)

Likely	Occurs repeatedly / harm may be expected
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RISK LEVEL MATRIX

	Likelihood of Occurrence				
Worst Case Loss	Likely	Probable	Possible	Remote	Improbable
Fatality	SIG	SIG	SIG	MOD	INSIG
Major injury	SIG	SIG	MOD	INSIG	INSIG
Minor injury	MOD	MOD	INSIG	INSIG	INSIG
Environmental damage	MOD	INSIG	INSIG	INSIG	INSIG

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XL Paddle Boarding Risk Assessment.

CFI Reference: RA16.6.1 Date of Creation: 26/07/2022 Creator: Lewis Campbell

HAZARD	WORST CASE LOSS	PRESENT CONTROL METHODS	RISK	Risk VS Benefit Analysis
Name Hazard Detail informing what it is that is likely to cause harm	Reference Risk Level matrix . Identify worst case loss of hazard without control measures	Bullet point control measures in place to control hazard • Bullet point 1 • Bullet point 2 • Bullet point 3	Reference Risk Level matrix . Identify new worst case loss of hazard with control measures	Identify how the new Risk level still benefits the scenario. EXAMPLE1: Risk of falling removed and is now a perceived risk adding to learning for participant EXAMPLE 2: Risk to electrocution lowered to acceptable level with new fuse trips
Whole Group getting separated from the board.	SIG	• Instructor to wear a SUP leash fitted to a removable waist belt, when on XL sup. This should not be removed. • Righting lines will be fitted to the board to assist Instructor in the event of a capsized board. • Instructor to assist in getting participants back on the boards	INSIG	
Participant is a non-swimmer.	SIG	• Buoyancy Aid will be worn by all participants	INSIG	
Adventurers and Instructor in close proximity.	SIG	• All Adventurers and Instructor to wear a correctly fitted helmet. • Risk disclosure of: Proximity to others including awareness of paddles and head position. • Canoe paddles used as less risk of impact with others.	INSIG	
Participant colliding with other craft.	SIG	• Safety brief to include kneeling down when in close proximity to other Adventurers and craft.	INSIG	

Participant falling off the board in shallow water.	SIG	• Session progression through the following route:
		  ○ Kneeling,
		  ○ Standing.
		• Adventurers to Kneel or lie prone when in close proximity to the shore.
		• Safety brief to include safe falling in technique (away from the board).
			INSIG	

Overloading the XL Board.	SIG	• Younger Adventurers: Group of up to 10 to 1 XL SUP accompanied by their Instructor. • Older Adventurers and Adult: Up to 8 Adventurers per board. Normal sessions will Run 5 to a board with their Instructor leading from a Solo SUP.	INSIG	
Generic water based activity hazards that pertain to this Risk assessment are also assessed in RA16.6.1 Water Based Activities				

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26.07.2022	Lewis Campbell	Head of Centre	L.Campbell
26.07.2022	Tony Illidge	Activities Co-Ordinator	T.Illidge

WORST CASE LOSS

a. Fatality

b. Major Injury eg

- Fracture of the skull, spine or pelvis.
- Fracture of any bone in the arm or wrist but not in the hand, or in the leg but not in the foot.
- Amputation of a hand or foot or a finger, thumb or toe, or any part thereof if the joint or bone is completely severed.
- The loss of sight of an eye, penetrating injury to an eye or a chemical or hot metal burn to an eye.
- Injury or loss of consciousness resulting in either case from electric shock.
- Loss of consciousness resulting from absorption of any substance by inhalation, ingestion or through the skin.
- Acute illness requiring medical treatment where there is reason to believe that this resulted from exposure to a pathogen or infected material.

c. Minor Injury:

- Small cuts grazes or injuries requiring minor medical assistance / treatment.

d. Environmental/ Equipment Damage

LIKELIHOOD OF OCCURRENCE – (Given that Present Control Measures are In Place)

Likely	Occurs repeatedly / harm may be expected
Probable	Likely to occur several times
Possible	Could occur sometime
Remote	Unlikely, though conceivable
Improbable	So unlikely that the probability is close to zero

RISK LEVEL MATRIX

	Likelihood of Occurrence				
Worst Case Loss	Likely	Probable	Possible	Remote	Improbable
Fatality	SIG	SIG	SIG	MOD	INSIG
Major injury	SIG	SIG	MOD	INSIG	INSIG
Minor injury	MOD	MOD	INSIG	INSIG	INSIG
Environmental damage	MOD	INSIG	INSIG	INSIG	INSIG

SIG SIG= Significant Risk

MOD = Moderate risk

INSIG = Insignificant risk

Raft Building Risk Assessment.

CFI Reference: RA16.6.5 Date of Creation: 14/07/2022 Creator: Lewis Campbell

HAZARD	WORST CASE LOSS	PRESENT CONTROL METHODS	RISK	Risk VS Benefit Analysis
Name Hazard Detail informing what it is that is likely to cause harm	Reference Risk Level matrix . Identify worst case loss of hazard without control measures	Bullet point control measures in place to control hazard • Bullet point 1 • Bullet point 2 • Bullet point 3	Reference Risk Level matrix . Identify new worst case loss of hazard with control measures	Identify how the new Risk level still benefits the scenario. EXAMPLE1: Risk of falling removed and is now a perceived risk adding to learning for participant EXAMPLE 2: Risk to electrocution lowered to acceptable level with new fuse trips
Injury to Participant through out activity	SIG	• Trained Instructor will be running session and giving adventurers directions on lifting, moving, constructing, and paddling the raft throughout the session. • Brief hazards ie steps, uneven ground • Adventurers will be briefed in correct use of all equipment used throughout session • First Aid Trained member of staff will be available should it be required • Helmets to be worn for all under 18s • Number of cafts on boating lake maximum 6- including pedalos	INSIG	This is an instructor led session ensuring the session is safe and chance of injury is covered within safety briefing.
Entrapment or Entanglement with Raft	SIG	• Potential entrapment issues should be reduced as far as is possible during the build stage. • Instructors should satisfy themselves that the raft is sturdy prior to launching including rope tension and knot integrity. ○ Rafts should be supervised by their Instructor on a max 1 to 2 basis from a SUP. • The instructor must put themselves in the best possible position to supervise the session and keep the group close together in a designated area. Consideration should be given to using whistle or hand signals. • Instructors to carry a tow line with rescue knife for Raft building sessions	INSIG	Adventurers learn about risk management through identifying and reducing entrapment hazards.
Raft falling apart through poor building	SIG	• Session will use 1 of approved 3 designs for the Raft as detailed within the session plan. Either Sandwich Raft, Square Raft, or Big Raft Design. • Adaptions to three set rafts to be okayed by DM or activity coordinator • Instructor will assist where necessary in build phase of the session. • Prior to taking Raft on the water the raft will be checked by the instructor.	INSIG	Choice of design is given to adventurers to challenge them depending upon their own ability.
Hypothermia	MOD	• Warm windproof clothing to be worn. • Dry clothes and towel available. • Instructor to monitor wellbeing of participants	MOD	This is an instructor led session ensuring the session is safe and chance of injury is reduced by close monitoring and adaptation of the session weather dependant (E.g less time on water when cold)
Water bourne hazards	MOD	• Risk disclosure in safety brief • Open wounds to be covered	INSIG	

HAZARD	WORST CASE LOSS	PRESENT CONTROL METHODS	RISK	
Generic water based activity hazards that pertain to this Risk assessment are also assessed in RA16.6.1 Water Based Activities				

Date of Review	Name of person completing Risk Assessment	Position of Person completing Risk Assessment	Reviewers Signature

WORST CASE LOSS

a. Fatality

b. Major Injury eg

- Fracture of the skull, spine or pelvis.
- Fracture of any bone in the arm or wrist but not in the hand, or in the leg but not in the foot.
- Amputation of a hand or foot or a finger, thumb or toe, or any part thereof if the joint or bone is completely severed.
- The loss of sight of an eye, penetrating injury to an eye or a chemical or hot metal burn to an eye.
- Injury or loss of consciousness resulting in either case from electric shock.
- Loss of consciousness resulting from absorption of any substance by inhalation, ingestion or through the skin.
- Acute illness requiring medical treatment where there is reason to believe that this resulted from exposure to a pathogen or infected material.

c. Minor Injury:

- Small cuts grazes or injuries requiring minor medical assistance / treatment.

d. Environmental/ Equipment Damage

LIKELIHOOD OF OCCURRENCE – (Given that Present Control Measures are In Place)

Likely	Occurs repeatedly / harm may be expected
Probable	Likely to occur several times
Possible	Could occur sometime
Remote	Unlikely, though conceivable
Improbable	So unlikely that the probability is close to zero

RISK LEVEL MATRIX

	Likelihood of Occurrence				
Worst Case Loss	Likely	Probable	Possible	Remote	Improbable
Fatality	SIG	SIG	SIG	MOD	INSIG
Major injury	SIG	SIG	MOD	INSIG	INSIG
Minor injury	MOD	MOD	INSIG	INSIG	INSIG
Environmental damage	MOD	INSIG	INSIG	INSIG	INSIG

SIG SIG= Significant Risk

MOD = Moderate risk

INSIG = Insignificant risk

Bell Boating Risk Assessment.

CFI Reference: RA16.6.1 Date of Creation: 26/07/2022 Creator: Lewis Campbell

HAZARD	WORST CASE LOSS	PRESENT CONTROL METHODS	RISK	Risk VS Benefit Analysis
Name Hazard Detail informing what it is that is likely to cause harm	Reference Risk Level matrix . Identify worst case loss of hazard without control measures	Bullet point control measures in place to control hazard • Bullet point 1 • Bullet point 2 • Bullet point 3	Reference Risk Level matrix . Identify new worst case loss of hazard with control measures	Identify how the new Risk level still benefits the scenario. EXAMPLE1: Risk of falling removed and is now a perceived risk adding to learning for participant EXAMPLE 2: Risk to electrocution lowered to acceptable level with new fuse trips
Drowning	SIG	• Safety procedures and risk disclosure will be included in safety brief. • All Adventurers will wear personal flotation devices (PFD). The instructor will check that this is correctly fitted before entering the water. • The instructor should be within rescue reach of their group if they are not the first on and the last off the water. Therefore, able to reach adventurers quickly if required. • Throw bags will be within a reaching distance of the Instructor, in the Bell Boat. • Instructor will be suitably Qualified by the Relevant National Governing Body for the activity and signed off by the relevant Stubbers Staff.	INSIG	Adventurers develop water safety awareness whilst challenging any fears they might have. Confidence is built along with coordination, cooperation, balance, communication and activity specific skills.
All overboard – Craft Capsized	MOD	• Instructor to remain on craft and avoid activity which could capsize the craft • In the event of Capsize adventurers are to stay close to the craft and use it remain above water and calm while safety boat arrives to perform rescue	INSIG	
All overboard – Craft sinking	MOD	• Craft checked at morning set up each day for signs of leaks or collapse that could lead to craft singing. • Instructor to remain on craft and avoid activity which could sink the craft • In the event of sinking instructor is to keep adventurers close together and remain above water with the buoyancy aids while safety boat arrives to perform rescue	INSIG	
Generic water based activity hazards that pertain to this Risk assessment are also assessed in RA16.6.1 Water Based Activities				

Date of Review	Name of person completing Risk Assessment	Position of Person completing Risk Assessment	Reviewers Signature
26.07.2022	Lewis Campbell	Head of Centre	L.Campbell
26.07.2022	Tony Illidge	Activities Co-Ordinator	T.Illidge

WORST CASE LOSS

a. Fatality

b. Major Injury eg

- Fracture of the skull, spine or pelvis.
- Fracture of any bone in the arm or wrist but not in the hand, or in the leg but not in the foot.
- Amputation of a hand or foot or a finger, thumb or toe, or any part thereof if the joint or bone is completely severed.
- The loss of sight of an eye, penetrating injury to an eye or a chemical or hot metal burn to an eye.
- Injury or loss of consciousness resulting in either case from electric shock.
- Loss of consciousness resulting from absorption of any substance by inhalation, ingestion or through the skin.
- Acute illness requiring medical treatment where there is reason to believe that this resulted from exposure to a pathogen or infected material.

c. Minor Injury:

- Small cuts grazes or injuries requiring minor medical assistance / treatment.

d. Environmental/ Equipment Damage

LIKELIHOOD OF OCCURRENCE – (Given that Present Control Measures are In Place)

Likely	Occurs repeatedly / harm may be expected
Probable	Likely to occur several times
Possible	Could occur sometime
Remote	Unlikely, though conceivable
Improbable	So unlikely that the probability is close to zero

RISK LEVEL MATRIX

	Likelihood of Occurrence				
Worst Case Loss	Likely	Probable	Possible	Remote	Improbable
Fatality	SIG	SIG	SIG	MOD	INSIG
Major injury	SIG	SIG	MOD	INSIG	INSIG
Minor injury	MOD	MOD	INSIG	INSIG	INSIG
Environmental damage	MOD	INSIG	INSIG	INSIG	INSIG

SIG SIG= Significant Risk

MOD = Moderate risk

INSIG = Insignificant risk

Pedalos Risk Assessment.

CFI Reference: RA16.6.1 Date of Creation: 27/07/2022 Creator: Lewis Campbell

HAZARD	WORST CASE LOSS	PRESENT CONTROL METHODS	RISK	Risk VS Benefit Analysis
Name Hazard Detail informing what it is that is likely to cause harm	Reference Risk Level matrix . Identify worst case loss of hazard without control measures	Bullet point control measures in place to control hazard • Bullet point 1 • Bullet point 2 • Bullet point 3	Reference Risk Level matrix . Identify new worst case loss of hazard with control measures	Identify how the new Risk level still benefits the scenario. EXAMPLE: Risk of falling removed and is now a perceived risk adding to learning for participant
Water / depth	SIG	• Non swimmers and Children aged 13 and under will wear a correctly fitted PFD which will be checked by a competent member of Stubbers staff. • Boating lake is approximately 1.5 metres deep in the majority of the lake. Most adults will be able to touch the floor if immersed in the water. • Staff member to have a radio as means of summoning assistance. • A suitable watercraft should be available for appropriately qualified assisting staff to go afloat to assist any persons who have fallen overboard and are unable to reboard. • Staff supervising to be competent in PFD fitting and briefed in Pedalo process and rules. Minimum qualification for rescuer in this event is FSRT or BSUPA Level 1 instructor.	INSIG	
Slippery, uneven, and moving surface on pedalo	SIG	• Risk disclosure of damp slippery surface within pedalo. Participants advised to minimise standing up. • Stubbers staff to closely supervise boarding and alighting and make use of ropes and lines to secure craft to the jetty while this is in progress.	INSIG	
Equipment failure	SIG	• Pedalo's will be subject to a visual inspection daily for any obvious defects or hazards. • PPE will be inspected: 1. Before issue. 2. After fitting. 3. Before use (pre commitment check) 4. Upon return. • Quarterly recorded inspection by trained and competent staff.	INSIG	
Generic water based activity hazards that pertain to this Risk assessment are also assessed in RA16.6.1 Water Based Activities				

Date of Review	Name of person completing Risk Assessment	Position of Person completing Risk Assessment	Reviewers Signature
27/07/2022	Lewis Campbell	Head of Centre	L.Campbell
27/07/2022	Tony Illidge	Activity Co-Ordinator	T.Illidge

WORST CASE LOSS

a. Fatality

b. Major Injury eg

- Fracture of the skull, spine or pelvis.
- Fracture of any bone in the arm or wrist but not in the hand, or in the leg but not in the foot.
- Amputation of a hand or foot or a finger, thumb or toe, or any part thereof if the joint or bone is completely severed.
- The loss of sight of an eye, penetrating injury to an eye or a chemical or hot metal burn to an eye.
- Injury or loss of consciousness resulting in either case from electric shock.
- Loss of consciousness resulting from absorption of any substance by inhalation, ingestion or through the skin.
- Acute illness requiring medical treatment where there is reason to believe that this resulted from exposure to a pathogen or infected material.

c. Minor Injury:

- Small cuts grazes or injuries requiring minor medical assistance / treatment.

d. Environmental/ Equipment Damage

LIKELIHOOD OF OCCURRENCE – (Given that Present Control Measures are In Place)

Likely	Occurs repeatedly / harm may be expected
Probable	Likely to occur several times
Possible	Could occur sometime
Remote	Unlikely, though conceivable
Improbable	So unlikely that the probability is close to zero

RISK LEVEL MATRIX

	Likelihood of Occurrence				
Worst Case Loss	Likely	Probable	Possible	Remote	Improbable
Fatality	SIG	SIG	SIG	MOD	INSIG
Major injury	SIG	SIG	MOD	INSIG	INSIG
Minor injury	MOD	MOD	INSIG	INSIG	INSIG
Environmental damage	MOD	INSIG	INSIG	INSIG	INSIG

SIG SIG= Significant Risk

MOD = Moderate risk

INSIG = Insignificant risk

Hand Pedalos Risk Assessment.

CFI Reference: RA16.6.1 Date of Creation: 27/07/2022 Creator: Lewis Campbell

HAZARD	WORST CASE LOSS	PRESENT CONTROL METHODS	RISK	Risk VS Benefit Analysis
Name Hazard Detail informing what it is that is likely to cause harm	Reference Risk Level matrix . Identify worst case loss of hazard without control measures	Bullet point control measures in place to control hazard • Bullet point 1 • Bullet point 2 • Bullet point 3	Reference Risk Level matrix . Identify new worst case loss of hazard with control measures	Identify how the new Risk level still benefits the scenario. EXAMPLE1: Risk of falling removed and is now a perceived risk adding to learning for participant EXAMPLE 2: Risk to electrocution lowered to acceptable level with new fuse trips
Deep Water	SIG	• When near to water all participants and staff will wear a personal floatation device (Pfd). • Trained staff to ensure that this is fitted correctly. • The instructor should be within rescue reach of their group if • they are not the first on and the last off the water. • Therefore, able to reach adventurers quickly if required. • The instructor must put themselves in the best possible position to supervise the session and keep the group close together in a designated area. • Boarding and alighting from hand Pedalo's should be closely supervised by the instructor.	INSIG	
Other craft (raft building and Full size Pedalo's)	SIG	• Boating lake has designated area for hand pedalos which is fenced off form other larger craft on the boating lake • Instructor to ensure pathway is clear when moving group from launch area to hand pedalos area to ensure no collision with other crafts	INSIG	
Entrapment or capsizing of craft	SIG	• Risk disclosure to include action in the event of a capsized boat and prevention of capsize. • Participants to be briefed to be seated in the middle of their boat and that the session is not a swimming session. • Standing in boats is not permitted.	INSIG	
Generic water based activity hazards that pertain to this Risk assessment are also assessed in RA16.6.1 Water Based Activities				

Date of Review	Name of person completing Risk Assessment	Position of Person completing Risk Assessment	Reviewers Signature
27/07/2022	Lewis Campbell	Head of Centre	L.Campbell
27/07/2022	Tony Illidge	Activity Co-ordinator	T.Illidge

WORST CASE LOSS

a. Fatality

b. Major Injury eg

- Fracture of the skull, spine or pelvis.
- Fracture of any bone in the arm or wrist but not in the hand, or in the leg but not in the foot.
- Amputation of a hand or foot or a finger, thumb or toe, or any part thereof if the joint or bone is completely severed.
- The loss of sight of an eye, penetrating injury to an eye or a chemical or hot metal burn to an eye.
- Injury or loss of consciousness resulting in either case from electric shock.
- Loss of consciousness resulting from absorption of any substance by inhalation, ingestion or through the skin.
- Acute illness requiring medical treatment where there is reason to believe that this resulted from exposure to a pathogen or infected material.

c. Minor Injury:

- Small cuts grazes or injuries requiring minor medical assistance / treatment.

d. Environmental/ Equipment Damage

LIKELIHOOD OF OCCURRENCE – (Given that Present Control Measures are In Place)

Likely	Occurs repeatedly / harm may be expected
Probable	Likely to occur several times
Possible	Could occur sometime
Remote	Unlikely, though conceivable
Improbable	So unlikely that the probability is close to zero

RISK LEVEL MATRIX

	Likelihood of Occurrence				
Worst Case Loss	Likely	Probable	Possible	Remote	Improbable
Fatality	SIG	SIG	SIG	MOD	INSIG
Major injury	SIG	SIG	MOD	INSIG	INSIG
Minor injury	MOD	MOD	INSIG	INSIG	INSIG
Environmental damage	MOD	INSIG	INSIG	INSIG	INSIG

SIG SIG= Significant Risk

MOD = Moderate risk

INSIG = Insignificant risk

Ropes Based Activities Risk Assessment.

CFI Reference: RA16.6.2 Date of Creation: 06/06/2022 Creator: Lewis Campbell

HAZARD	WORST CASE LOSS	PRESENT CONTROL METHODS	RISK	Risk VS Benefit Analysis
Name Hazard Detail informing what it is that is likely to cause harm	Reference Risk Level matrix . Identify worst case loss of hazard without control measures	Bullet point control measures in place to control hazard • Bullet point 1 • Bullet point 2 • Bullet point 3	Reference Risk Level matrix . Identify new worst case loss of hazard with control measures	Identify how the new Risk level still benefits the scenario. EXAMPLE1: Risk of falling removed and is now a perceived risk adding to learning for participant EXAMPLE 2: Risk to electrocution lowered to acceptable level with new fuse trips

Falling from height	SIG	• When moving off the ground with feet above 1.5 metres adventurers will be attached to a safety rope and wear the harness and attachment method listed in Instructor guidance opposite.
		• Maximum number of roped adventurers at any one time per group:
		  ○ High ropes traverses (per level) 10
		  ○ Leap of faith 2
		  ○ Crate stack 2
		  ○ Vertical obstacle Course 2
		  ○ Abseil 1
		  ○ Climbing 3
		• Harnesses will be correctly fitted and worn by all members of the group and members of staff engaged in activity supervision at all times within the confines of Towers activity areas.
		• PPE will be visually inspected: on issue, after fitting, prior to ascending and on return.
		• If adventurers are too large to fit in the harness, they should take on a supporting role and not be attached to rope systems.
		• When traversing or bouldering, a spotting system will be used with all adventurers coached in spotting technique.
		• Instructors should be correctly protected to comply with Working at height regulations at all times.
		• Level 2 supervision must be maintained on all belays whilst in use.
		• Prior to any person ascending or traversing an Instructor Pre commitment check will take place including the following checks:
		  ○ PPE correctly fitted
		  ○ Functioning tests of mechanical equipment
		  ○ Knots are secure
		  ○ Rope is safe and clear of twists or tangles
		  ○ Long Hair to be tied back.
		  ○ Loose clothing and tassels to be tucked in or removed.
		  ○ Neckwear and jewellery to be removed.
			INSIG	Adventurers are only encountering a perceived or insignificant risk and are challenging any fears they might have in a safe controlled environment. Confidence is built along with coordination, cooperation, balance, communication and activity specific skills.

HAZARD	WORST CASE LOSS	PRESENT CONTROL METHODS	RISK	
Incorrect Belaying method	SIG	• All Staff on Ropes based activities will be suitabley qualified by the relevant NGB and signed off as safe to run a Ropes based session by a suitably quaolified member of Stubbers staff Belaying methods and their specific control measures are detailed below: <u>1. "Bell ringing" - Groups</u> • Dead rope will be fitted with a Petzl Tibloc attached to the rope with the rope running through both the Tibloc and karabiner. • Tibloc will be attached to a belayer with a trilock karabiner short extender. • Adventurers briefed to keep at least a hands distance between the Gri Gri and Tibloc. • Adventurers briefed to not hold the rope between the Tibloc and Gri Gri. • Belayers briefed to have 2 hands on the rope at all times when a climber is off the ground. Instructors to respond / coach this throughout the session. • Prior to ascending an assisted belay set up, Adventurers are to take at least 5 paces towards the wall to allow for belay practise (this may mean starting behind the belay set up) • Following the 5 paces, rope stretch is to be removed with 3 squats by the climber with the belayers pulling through slack of climbing rope. • When lowering climbers, the Instructor will maintain a static hand on the dead rope. <u>2. NICAS / Small groups learning correct belay technique with backup person.</u> • When adventurers are belaying, a backup person will be deployed briefed to hold the dead rope with a small amount of slack from them to the belayer. • The Instructor will closely supervise (Level 1 supervision) the belay from the ground to a set height marked on the apparatus where the Instructor will tie a backup overhand knot in the dead rope when the climber's feet are above the line. Instructor to be at Level 1 supervision for the duration of this process. • If the belayers have demonstrated competence through a minimum of 5 transitions the Instructor may move on to another rope (Level 2 supervision) • Further back up overhand knots will be deployed either at the Instructors discretion or at further marked points on apparatus. A minimum of 2 backup's knots will be deployed during each ascent *(Exception – shorter routes on Concrete and indoor walls where 1 back up knot is deemed sufficient.)* • Lowering off may be taught by the Instructor as required by the aims and objectives of the session. When lowering takes place a backup person should remain in contact with the dead rope in addition to the belayer. (This may be the Instructor) • Instructor will closely supervise lowering. (Level 1 supervision) <u>3. Instructor belaying:</u> Where competent and trained staff are belaying, a backup person and backup knots are not deemed necessary. <u>High ropes and Abseiling:</u> Adventurers will not be left unattended in the Tower. *Exception - Where an adventurer's airway is at risk.* *Instructor to call for support, brief adventurers at height to stay where they are, those in the Tower to descend the stairs. Attend the casualty without delay.* • For High Ropes, the doors should only be operated by an instructor who is correctly protected to WAH regulations. • For Crate Stack, adventurers will be attached to belay system once higher than 2 crates off the floor. • For Leap of faith, Tandem jumps should be progressed from successful single jumps.	MOD	Instructors are trained and qualified to give adequate instruction in all belay methods to enable groups to focus on session aim in a safe manor.

HAZARD	WORST CASE LOSS	PRESENT CONTROL METHODS	RISK	
		Low ropes course: No helmets required. Prior to attempting the course Adventurers are required to demonstrate confidence and competence in paired trust fall function test. Adventurers pair off and take turns to practise spotting stance and supporting their partner in a trust fall style activity. Adventurers allowed on Low ropes course once Instructor has deemed Adventurers competent and confident. ***Low ropes to be supervised by Instructor at ground level.***		

Falling objects	SIG	• Helmets will be worn by Instructor, Adventurers and Leaders engaged in and in close proximity to the Crate stack activity. Helmets will be inspected for correct fitting by a competent member of staff.
		• Working at height regulations compliant activities. *Helmets to be worn.*
		  ○ This includes rigging, derigging, accessing, inspections, interventions and rescues.
		• All Instructors must ensure that:
		  ○ All Adventurers shoes are tied and cannot slip off.
		  ○ There are no personal belongings in any of the Adventurers pockets which may pose a risk to anyone below them. E.g., Mobile phones, wallets, keys etc. This should be briefed and explained in your safety briefing.
		Session Specific Rules on Helmets are as follows:
		• Climbing: No helmets required.
		• Abseiling: No helmets required.
		• High ropes course: No helmets required. (Instructor to have one available for Interventions)
		• Vertical obstacle course: No helmets required unless Crate stack activity is running.
		• Leap of faith: No helmets required unless Crate stack activity is running.
		• Crate stack: Helmet's compulsory.
			INSIG	

Slips Trips and Falls	SIG	• Risk Disclosure regarding slips trips and falls to be briefed as part of the session safety briefing.	INSIG	
Entrapment	SIG	• Risk Disclosure regarding entrapments to be briefed as part of the session safety briefing. • Instructor Pre commitment checks take place to prevent likely causes of entrapment.	INSIG	
Equipment failure	SIG	• Adventurer weight to not exceed 120 Kg (18 stone 12) *[Limitation on Saferoller system]* • A function test will be carried out on belay and other mechanical devices prior to each use. • ALF belays will be Function tested during RVC's and once at the start of each session to reduce wear on the unit. • PPE will be visually inspected: on issue, after fitting, prior to ascending and on return. • After fitting equipment is to be inspected by the Instructor methodically with the adventurers stood static. • Towers Structure, Activity and Belay systems are to be visually checked by the instructors each morning (RVC) prior to staff entering the Tower and ascending. PPE and hardware is subject to a recorded quarterly inspection by trained staff. • The Towers structure is subject to a recorded quarterly inspection by trained staff, annually by ERCA Cat C inspector. • Adventurers are not permitted to put undue stress on equipment. This includes back flipping, swinging or hanging on high rope's lanyards, or standing on climbing ropes. • Only 1 person allowed at a time on each element of High ropes. • Instructors will now use adjustable lanyards and Grivel Clepsydra carabiners to secure themselves on abseil. The lanyard makes it easier for each instructor to see over the edge. The carabiner prevents any rotation on the lanyard.	MOD	
Adverse Weather	SIG	• Weather report checked prior to activity taking place.	INSIG	

HAZARD	WORST CASE LOSS	PRESENT CONTROL METHODS	RISK	
		• Where deemed inappropriate to carry out session a member of Stubbers Management will make the decision on weather or not the session is safe to go ahead • In the event of an electrical storm, the group will be escorted away from the tower, and not return until a reasonable time after the hazard has passed.		
Adventurers not under direct supervision of instructor	SIG	• Whilst waiting for a turn (if not involved in the activity) Adventurers must remain in safety areas. • Unsupervised or unused levels on the Main Tower should be gated off with the chains provided. • Safety briefing to include safety areas and instructions for when not in direct supervision of instructors.	INSIG	

Date of Review	Name of person completing Risk Assessment	Position of Person completing Risk Assessment	Reviewers Signature
09/02/2023	Jordan Fricker	Activity coordinator	J.Fricker
9/6/2022	Lewis Campbell	Head of Centre	L.Campbell

WORST CASE LOSS

a. Fatality

b. Major Injury eg

- Fracture of the skull, spine or pelvis.
- Fracture of any bone in the arm or wrist but not in the hand, or in the leg but not in the foot.
- Amputation of a hand or foot or a finger, thumb or toe, or any part thereof if the joint or bone is completely severed.
- The loss of sight of an eye, penetrating injury to an eye or a chemical or hot metal burn to an eye.
- Injury or loss of consciousness resulting in either case from electric shock.
- Loss of consciousness resulting from absorption of any substance by inhalation, ingestion or through the skin.
- Acute illness requiring medical treatment where there is reason to believe that this resulted from exposure to a pathogen or infected material.

c. Minor Injury:

- Small cuts grazes or injuries requiring minor medical assistance / treatment.

d. Environmental/ Equipment Damage

LIKELIHOOD OF OCCURRENCE – (Given that Present Control Measures are In Place)

Likely	Occurs repeatedly / harm may be expected
Probable	Likely to occur several times
Possible	Could occur sometime
Remote	Unlikely, though conceivable
Improbable	So unlikely that the probability is close to zero

RISK LEVEL MATRIX

	Likelihood of Occurrence				
Worst Case Loss	Likely	Probable	Possible	Remote	Improbable
Fatality	SIG	SIG	SIG	MOD	INSIG
Major injury	SIG	SIG	MOD	INSIG	INSIG
Minor injury	MOD	MOD	INSIG	INSIG	INSIG
Environmental damage	MOD	INSIG	INSIG	INSIG	INSIG

SIG SIG= Significant Risk

MOD = Moderate risk

INSIG = Insignificant risk

Ropes Based Rescues and Interventions Risk Assessment.

CFI Reference: RA16.6.2 Date of Creation: 09/06/2022 Creator: Lewis Campbell

HAZARD	WORST CASE LOSS	PRESENT CONTROL METHODS	RISK	Risk VS Benefit Analysis
Name Hazard Detail informing what it is that is likely to cause harm	Reference Risk Level matrix . Identify worst case loss of hazard without control measures	Bullet point control measures in place to control hazard • Bullet point 1 • Bullet point 2 • Bullet point 3	Reference Risk Level matrix . Identify new worst case loss of hazard with control measures	Identify how the new Risk level still benefits the scenario. EXAMPLE1: Risk of falling removed and is now a perceived risk adding to learning for participant EXAMPLE 2: Risk to electrocution lowered to acceptable level with new fuse trips
Participant in distress on high ropes course	SIG	• Where support is needed other adventurers or leaders should be encouraged to help first. • Before an intervention takes place Instructors to Radio Duty Activity Coordinator for support. Groups must not be unsupervised while an instructor intervenes. *Exception - Where an adventurer's airway is at risk. Instructor to call for support, brief adventurers at height to stay where they are, those in the Tower to descend the stairs. Attend the casualty without delay.* • Instructors may intervene / assist to resolve any issues that do not require removal from safety systems at height. • A rescue (removal from one safety system to another) will only be carried out by a competent member of the rescue team. • The safety of the instructor and the rest of the group is paramount. If an instructor is required to ascend the wall, then there must be substantial supervision at the bottom of the wall, and a competent belayer is required to belay them on the rope. • If an instructor is involved in a rescue, other climbers should be lowered to the ground before a rescue is initiated. • If a rescue has been affected, an incident report must be written. • Rescue equipment to comply with WAH regulations. • Nominated rescue team to practise a minimum of every 3 months. • Rescue procedure to be pictorial and laminated in rescue bags.	MOD	
Rescue required on a Towers based activity	SIG	• Rescues will be carried out by staff who have completed ERCA Site specific rescue training as a minimum. • The Rescue will be managed by the Duty Activity Coordinator or other member of Stubbers Management team.	MOD	
Injury to bystanders during a rescue	MOD	• Other Adventurer's should be moved away from the elements where any rescue is taking place as soon as safely possible.	INSIG	
Equipment failing during rescue	SIG	• Rescue bag contents to be checked and signed off as part of RVC's each day • PPE regularly checked to ensue it complies with WAH regulations.	INSIG	

Date of Review	Name of person completing Risk Assessment	Position of Person completing Risk Assessment	Reviewers Signature
9th June 22	Ben maycock	Activity coordinator	b. maycock
21/07/2022	Lewis Campbell	Head of Centre	L.Campbell

WORST CASE LOSS

a. Fatality

b. Major Injury eg

- Fracture of the skull, spine or pelvis.
- Fracture of any bone in the arm or wrist but not in the hand, or in the leg but not in the foot.
- Amputation of a hand or foot or a finger, thumb or toe, or any part thereof if the joint or bone is completely severed.
- The loss of sight of an eye, penetrating injury to an eye or a chemical or hot metal burn to an eye.
- Injury or loss of consciousness resulting in either case from electric shock.
- Loss of consciousness resulting from absorption of any substance by inhalation, ingestion or through the skin.
- Acute illness requiring medical treatment where there is reason to believe that this resulted from exposure to a pathogen or infected material.

c. Minor Injury:

- Small cuts grazes or injuries requiring minor medical assistance / treatment.

d. Environmental/ Equipment Damage

LIKELIHOOD OF OCCURRENCE – (Given that Present Control Measures are In Place)

Likely	Occurs repeatedly / harm may be expected
Probable	Likely to occur several times
Possible	Could occur sometime
Remote	Unlikely, though conceivable
Improbable	So unlikely that the probability is close to zero

RISK LEVEL MATRIX

	Likelihood of Occurrence				
Worst Case Loss	Likely	Probable	Possible	Remote	Improbable
Fatality	SIG	SIG	SIG	MOD	INSIG
Major injury	SIG	SIG	MOD	INSIG	INSIG
Minor injury	MOD	MOD	INSIG	INSIG	INSIG
Environmental damage	MOD	INSIG	INSIG	INSIG	INSIG

SIG SIG= Significant Risk

MOD = Moderate risk

INSIG = Insignificant risk

High Ropes Risk Assessment.

CFI Reference: RA16.6.2 Date of Creation: 06/06/2022 Creator: Lewis Campbell

HAZARD	WORST CASE LOSS	PRESENT CONTROL METHODS	RISK	Risk VS Benefit Analysis
Name Hazard Detail informing what it is that is likely to cause harm	Reference Risk Level matrix . Identify worst case loss of hazard without control measures	Bullet point control measures in place to control hazard • Bullet point 1 • Bullet point 2 • Bullet point 3	Reference Risk Level matrix . Identify new worst case loss of hazard with control measures	Identify how the new Risk level still benefits the scenario. EXAMPLE1: Risk of falling removed and is now a perceived risk adding to learning for participant EXAMPLE 2: Risk to electrocution lowered to acceptable level with new fuse trips
Faulty Rollers	SIG	• Instructor to closely supervise the swapping of trollies on the safety wire. No one else should be permitted to remove the joining bracket. • When not attached to the safety wire, Adventurers should sling their Safe roller trolley over their shoulder. Safety briefing to include safe carrying. • Saferoller trollies will be attached to Adventurers on the ground and locked with a toll. • A Saferoller trolley at height will always be attached to an adventurer's harness (unless a rescue is being undertaken.) • Saferoller trollies should not be used to "zip" along elements.	INSIG	
All Other ropes specific hazared are assessed in Ropes Based Activities Risk Assessment (RA16.6.2 Ropes Based Activities Risk Assessment)				

Date of Review	Name of person completing Risk Assessment	Position of Person completing Risk Assessment	Reviewers Signature
6th June 22	Ben Maycock	Active coordinator	b.maycock
21/07/2022	Lewis Campbell	Head of Centre	L.Campbell

WORST CASE LOSS

a. Fatality

b. Major Injury eg

- Fracture of the skull, spine or pelvis.
- Fracture of any bone in the arm or wrist but not in the hand, or in the leg but not in the foot.
- Amputation of a hand or foot or a finger, thumb or toe, or any part thereof if the joint or bone is completely severed.
- The loss of sight of an eye, penetrating injury to an eye or a chemical or hot metal burn to an eye.
- Injury or loss of consciousness resulting in either case from electric shock.
- Loss of consciousness resulting from absorption of any substance by inhalation, ingestion or through the skin.
- Acute illness requiring medical treatment where there is reason to believe that this resulted from exposure to a pathogen or infected material.

c. Minor Injury:

- Small cuts grazes or injuries requiring minor medical assistance / treatment.

d. Environmental/ Equipment Damage

LIKELIHOOD OF OCCURRENCE – (Given that Present Control Measures are In Place)

Likely	Occurs repeatedly / harm may be expected
Probable	Likely to occur several times
Possible	Could occur sometime
Remote	Unlikely, though conceivable
Improbable	So unlikely that the probability is close to zero

RISK LEVEL MATRIX

	Likelihood of Occurrence				
Worst Case Loss	Likely	Probable	Possible	Remote	Improbable
Fatality	SIG	SIG	SIG	MOD	INSIG
Major injury	SIG	SIG	MOD	INSIG	INSIG
Minor injury	MOD	MOD	INSIG	INSIG	INSIG
Environmental damage	MOD	INSIG	INSIG	INSIG	INSIG

SIG SIG= Significant Risk

MOD = Moderate risk

INSIG = Insignificant risk

Abseiling Risk Assessment.

CFI Reference: RA16.6.2 Date of Creation: 06/06/2022 Creator: Lewis Campbell

HAZARD	WORST CASE LOSS	PRESENT CONTROL METHODS	RISK	Risk VS Benefit Analysis
Name Hazard Detail informing what it is that is likely to cause harm	Reference Risk Level matrix . Identify worst case loss of hazard without control measures	Bullet point control measures in place to control hazard • Bullet point 1 • Bullet point 2 • Bullet point 3	Reference Risk Level matrix . Identify new worst case loss of hazard with control measures	Identify how the new Risk level still benefits the scenario. EXAMPLE1: Risk of falling removed and is now a perceived risk adding to learning for participant EXAMPLE 2: Risk to electrocution lowered to acceptable level with new fuse trips
Falling Objects	SIG	• Figure 8 descender should not be fitted unconnected near to the edge of the Tower.	INSIG	
Entrapment in the Figure 8	SIG	• Instructors are all trained in release rescue to lower someone to the ground without the Figure 8 • Pre Commitment Checks to be completed before an abseil decent down the tower	INSIG	
Dropping Rope	MOD	• Where risk of Rope striking an individual Instructor to get individual to cover their face or move away where possible.	INSIG	
Rotated Instructor Carabiner	MOD	• Instructors will now attach themselves to their instructing lanyard by a Grivel Clepsydra, which has a specific section that can prevent any rotations.	INSIG	

Date of Review	Name of person completing Risk Assessment	Position of Person completing Risk Assessment	Reviewers Signature
09/02/2023	Jordan Fricker	Activity coordinator	J.Fricker

WORST CASE LOSS

a. Fatality

b. Major Injury eg

- Fracture of the skull, spine or pelvis.
- Fracture of any bone in the arm or wrist but not in the hand, or in the leg but not in the foot.
- Amputation of a hand or foot or a finger, thumb or toe, or any part thereof if the joint or bone is completely severed.
- The loss of sight of an eye, penetrating injury to an eye or a chemical or hot metal burn to an eye.
- Injury or loss of consciousness resulting in either case from electric shock.
- Loss of consciousness resulting from absorption of any substance by inhalation, ingestion or through the skin.
- Acute illness requiring medical treatment where there is reason to believe that this resulted from exposure to a pathogen or infected material.

c. Minor Injury:

- Small cuts grazes or injuries requiring minor medical assistance / treatment.

d. Environmental/ Equipment Damage

LIKELIHOOD OF OCCURRENCE – (Given that Present Control Measures are In Place)

Likely	Occurs repeatedly / harm may be expected
Probable	Likely to occur several times
Possible	Could occur sometime
Remote	Unlikely, though conceivable
Improbable	So unlikely that the probability is close to zero

RISK LEVEL MATRIX

	Likelihood of Occurrence				
Worst Case Loss	Likely	Probable	Possible	Remote	Improbable
Fatality	SIG	SIG	SIG	MOD	INSIG
Major injury	SIG	SIG	MOD	INSIG	INSIG
Minor injury	MOD	MOD	INSIG	INSIG	INSIG
Environmental damage	MOD	INSIG	INSIG	INSIG	INSIG

SIG SIG= Significant Risk

MOD = Moderate risk

INSIG = Insignificant risk

Climbing Risk Assessment.

CFI Reference: RA16.6.2 Date of Creation: 06/06/2022 Creator: Lewis Campbell

HAZARD	WORST CASE LOSS	PRESENT CONTROL METHODS	RISK	Risk VS Benefit Analysis
Name Hazard Detail informing what it is that is likely to cause harm	Reference Risk Level matrix . Identify worst case loss of hazard without control measures	Bullet point control measures in place to control hazard • Bullet point 1 • Bullet point 2 • Bullet point 3	Reference Risk Level matrix . Identify new worst case loss of hazard with control measures	Identify how the new Risk level still benefits the scenario. EXAMPLE1: Risk of falling removed and is now a perceived risk adding to learning for participant EXAMPLE 2: Risk to electrocution lowered to acceptable level with new fuse trips
Climbers Colliding whilst at height	SIG	• Climbers are not permitted to above or below another climber • Instructor to observe climbing paths of climbers and redirect them where necessary	INSIG	
Faulty or Loose climbing holds	MOD	• Climbing holds are checked as part of regular structure checks • Where Identified Holds are retightened on an Ad hoc basis	INSIG	
Generic Rope based activity hazards that pertain to this Risk assessment are also assessed in RA16.6.2 Ropes Based Activities				

Date of Review	Name of person completing Risk Assessment	Position of Person completing Risk Assessment	Reviewers Signature
6th June 22	Ben Maycock	Active coordinator	b.maycock
21/07/2022	Lewis Campbell	Head of Centre	L.Campbell

WORST CASE LOSS

a. Fatality

b. Major Injury eg

- Fracture of the skull, spine or pelvis.
- Fracture of any bone in the arm or wrist but not in the hand, or in the leg but not in the foot.
- Amputation of a hand or foot or a finger, thumb or toe, or any part thereof if the joint or bone is completely severed.
- The loss of sight of an eye, penetrating injury to an eye or a chemical or hot metal burn to an eye.
- Injury or loss of consciousness resulting in either case from electric shock.
- Loss of consciousness resulting from absorption of any substance by inhalation, ingestion or through the skin.
- Acute illness requiring medical treatment where there is reason to believe that this resulted from exposure to a pathogen or infected material.

c. Minor Injury:

- Small cuts grazes or injuries requiring minor medical assistance / treatment.

d. Environmental/ Equipment Damage

LIKELIHOOD OF OCCURRENCE – (Given that Present Control Measures are In Place)

Likely	Occurs repeatedly / harm may be expected
Probable	Likely to occur several times
Possible	Could occur sometime
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Improbable	So unlikely that the probability is close to zero

RISK LEVEL MATRIX

	Likelihood of Occurrence				
Worst Case Loss	Likely	Probable	Possible	Remote	Improbable
Fatality	SIG	SIG	SIG	MOD	INSIG
Major injury	SIG	SIG	MOD	INSIG	INSIG
Minor injury	MOD	MOD	INSIG	INSIG	INSIG
Environmental damage	MOD	INSIG	INSIG	INSIG	INSIG

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INSIG = Insignificant risk

Outdoor Auto Belay Risk Assessment.

CFI Reference: RA16.6.2 **Date of Creation: 11/04/2023** **Creator:** Jordan Fricker

HAZARD	WORST CASE LOSS	PRESENT CONTROL METHODS	RISK	Risk VS Benefit Analysis
Name Hazard Detail informing what it is that is likely to cause harm	Reference Risk Level matrix . Identify worst case loss of hazard without control measures	Bullet point control measures in place to control hazard • Bullet point 1 • Bullet point 2 • Bullet point 3	Reference Risk Level matrix . Identify new worst case loss of hazard with control measures	Identify how the new Risk level still benefits the scenario. EXAMPLE1: Risk of falling removed and is now a perceived risk adding to learning for participant EXAMPLE 2: Risk to electrocution lowered to acceptable level with new fuse trips
Holds projecting from the wall	SIG	Risk disclosure Instructor vigilance, reminding adventures to be aware of their surroundings and to complete descent facing wall. Practice descent from marked line before descending entire wall	INSIG	
Heights	SIG	Instructor to check harnesses before and during climb. Climbers are not allowed to climb without harness. Practice descent from marked line before descending entire wall	INSIG	
Entrapment/ entanglement	MOD	Instructor to remind participants to keep fingers away from metal work. Appropriate clothing to be worn (Closed toed shoes, hair tied back, removal of dangly jewelry etc.)	INSIG	
Trip hazard	SIG	Fencing around stones. Instructor vigilance	INSIG	
Walking under participants lowering from the wall	INSIG	Ensure participants stay on their own wall. Instructors/spectators to stay clear of bottom of the wall – especially when participants descending, spectators to remain a safe distance away. Instructors to stay vigilant.	INSIG	

Date of Review	Name of person completing Risk Assessment	Position of Person completing Risk Assessment	Reviewers Signature
11/04/2023	Jordan Fricker	R1	J.Fricker

WORST CASE LOSS

a. Fatality

b. Major Injury eg

- Fracture of the skull, spine or pelvis.
- Fracture of any bone in the arm or wrist but not in the hand, or in the leg but not in the foot.
- Amputation of a hand or foot or a finger, thumb or toe, or any part thereof if the joint or bone is completely severed.
- The loss of sight of an eye, penetrating injury to an eye or a chemical or hot metal burn to an eye.
- Injury or loss of consciousness resulting in either case from electric shock.
- Loss of consciousness resulting from absorption of any substance by inhalation, ingestion or through the skin.
- Acute illness requiring medical treatment where there is reason to believe that this resulted from exposure to a pathogen or infected material.

c. Minor Injury:

- Small cuts grazes or injuries requiring minor medical assistance / treatment.

d. Environmental/ Equipment Damage

LIKELIHOOD OF OCCURRENCE – (Given that Present Control Measures are In Place)

Likely	Occurs repeatedly / harm may be expected
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RISK LEVEL MATRIX

	Likelihood of Occurrence				
Worst Case Loss	Likely	Probable	Possible	Remote	Improbable
Fatality	SIG	SIG	SIG	MOD	INSIG
Major injury	SIG	SIG	MOD	INSIG	INSIG
Minor injury	MOD	MOD	INSIG	INSIG	INSIG
Environmental damage	MOD	INSIG	INSIG	INSIG	INSIG

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Crate Stack Risk Assessment.

CFI Reference: RA16.6.2 Date of Creation: 06/06/2022 Creator: Lewis Campbell

HAZARD	WORST CASE LOSS	PRESENT CONTROL METHODS	RISK	Risk VS Benefit Analysis
Name Hazard Detail informing what it is that is likely to cause harm	Reference Risk Level matrix . Identify worst case loss of hazard without control measures	Bullet point control measures in place to control hazard • Bullet point 1 • Bullet point 2 • Bullet point 3	Reference Risk Level matrix . Identify new worst case loss of hazard with control measures	Identify how the new Risk level still benefits the scenario. EXAMPLE1: Risk of falling removed and is now a perceived risk adding to learning for participant EXAMPLE 2: Risk to electrocution lowered to acceptable level with new fuse trips
Slip/trips/fall and tower falling over, due to clints helping around the create tower	SIG	• Instructor to brief clints on the tower and what to look for if it going to fall over, and to be aware of the creates on the floor while helping	Insig	

Date of Review	Name of person completing Risk Assessment	Position of Person completing Risk Assessment	Reviewers Signature
6th June 22	Ben Maycock	Active coordinator	B. Maycock
21/07/2022	Lewis Campbell	Head of Centre	L.Campbell

WORST CASE LOSS

a. Fatality

b. Major Injury eg

- Fracture of the skull, spine or pelvis.
- Fracture of any bone in the arm or wrist but not in the hand, or in the leg but not in the foot.
- Amputation of a hand or foot or a finger, thumb or toe, or any part thereof if the joint or bone is completely severed.
- The loss of sight of an eye, penetrating injury to an eye or a chemical or hot metal burn to an eye.
- Injury or loss of consciousness resulting in either case from electric shock.
- Loss of consciousness resulting from absorption of any substance by inhalation, ingestion or through the skin.
- Acute illness requiring medical treatment where there is reason to believe that this resulted from exposure to a pathogen or infected material.

c. Minor Injury:

- Small cuts grazes or injuries requiring minor medical assistance / treatment.

d. Environmental/ Equipment Damage

LIKELIHOOD OF OCCURRENCE – (Given that Present Control Measures are In Place)

Likely	Occurs repeatedly / harm may be expected
Probable	Likely to occur several times
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RISK LEVEL MATRIX

	Likelihood of Occurrence				
Worst Case Loss	Likely	Probable	Possible	Remote	Improbable
Fatality	SIG	SIG	SIG	MOD	INSIG
Major injury	SIG	SIG	MOD	INSIG	INSIG
Minor injury	MOD	MOD	INSIG	INSIG	INSIG
Environmental damage	MOD	INSIG	INSIG	INSIG	INSIG

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INSIG = Insignificant risk

Leap of Faith Risk Assessment.

CFI Reference: RA16.6.2 Date of Creation: 06/06/2022 Creator: Lewis Campbell

HAZARD	WORST CASE LOSS	PRESENT CONTROL METHODS	RISK	Risk VS Benefit Analysis
Name Hazard Detail informing what it is that is likely to cause harm	Reference Risk Level matrix . Identify worst case loss of hazard without control measures	Bullet point control measures in place to control hazard • Bullet point 1 • Bullet point 2 • Bullet point 3	Reference Risk Level matrix . Identify new worst case loss of hazard with control measures	Identify how the new Risk level still benefits the scenario. EXAMPLE1: Risk of falling removed and is now a perceived risk adding to learning for participant EXAMPLE 2: Risk to electrocution lowered to acceptable level with new fuse trips
Leap of faith pole (the one the clints catch when they jump) moving when the clints jump for it	Sig	• The bit that can move it on a block on wood so doesn't move when the clint catches it	insig	

Date of Review	Name of person completing Risk Assessment	Position of Person completing Risk Assessment	Reviewers Signature
6th June 22	Ben Maycock	Active coordinator	b. Maycock
21/07/2022	Lewis Campbell	Head of Centre	L.Campbell

WORST CASE LOSS

a. Fatality

b. Major Injury eg

- Fracture of the skull, spine or pelvis.
- Fracture of any bone in the arm or wrist but not in the hand, or in the leg but not in the foot.
- Amputation of a hand or foot or a finger, thumb or toe, or any part thereof if the joint or bone is completely severed.
- The loss of sight of an eye, penetrating injury to an eye or a chemical or hot metal burn to an eye.
- Injury or loss of consciousness resulting in either case from electric shock.
- Loss of consciousness resulting from absorption of any substance by inhalation, ingestion or through the skin.
- Acute illness requiring medical treatment where there is reason to believe that this resulted from exposure to a pathogen or infected material.

c. Minor Injury:

- Small cuts grazes or injuries requiring minor medical assistance / treatment.

d. Environmental/ Equipment Damage

LIKELIHOOD OF OCCURRENCE – (Given that Present Control Measures are In Place)

Likely	Occurs repeatedly / harm may be expected
Probable	Likely to occur several times
Possible	Could occur sometime
Remote	Unlikely, though conceivable
Improbable	So unlikely that the probability is close to zero

RISK LEVEL MATRIX

	Likelihood of Occurrence				
Worst Case Loss	Likely	Probable	Possible	Remote	Improbable
Fatality	SIG	SIG	SIG	MOD	INSIG
Major injury	SIG	SIG	MOD	INSIG	INSIG
Minor injury	MOD	MOD	INSIG	INSIG	INSIG
Environmental damage	MOD	INSIG	INSIG	INSIG	INSIG

SIG SIG= Significant Risk

MOD = Moderate risk

INSIG = Insignificant risk

Vertical Obstacle Risk Assessment.

CFI Reference: RA16.6.2 Date of Creation: 06/06/2022 Creator: Lewis Campbell

HAZARD	WORST CASE LOSS	PRESENT CONTROL METHODS	RISK	Risk VS Benefit Analysis
Name Hazard Detail informing what it is that is likely to cause harm	Reference Risk Level matrix . Identify worst case loss of hazard without control measures	Bullet point control measures in place to control hazard • Bullet point 1 • Bullet point 2 • Bullet point 3	Reference Risk Level matrix . Identify new worst case loss of hazard with control measures	Identify how the new Risk level still benefits the scenario. EXAMPLE1: Risk of falling removed and is now a perceived risk adding to learning for participant EXAMPLE 2: Risk to electrocution lowered to acceptable level with new fuse trips
Pegged Poles that are heavy and awkwardly shaped	SIG	• 2 instructors minimum to lift and fix pegged poles to structure, standing on crates or ladder. Helmets to be worn. Correct lifting procedures. Correct induction for all staff in training. Poles to be lifted by a staff member on ground to reduce finger entrapment.	INSIG	
Swinging poles	SIG	• Adventurers to be briefed on swinging poles and risk involved. Appropriate boundaries given.	INSIG	
Entrapment between obstacles	MOD	• All briefed on keeping hands away from pole attachments- carabiner, eyebolt and metal plate.	INSIG	
Frayed metal wires	MOD	• Safety brief to include Adventurers not to touch metal wire • Cable breaks assessed as part of annual external insoection	INSIG	
All Other ropes specific hazared are assessed in Ropes Based Activities Risk Assessment (RA16.6.2 Ropes Based Activities Risk Assessment)				

Date of Review	Name of person completing Risk Assessment	Position of Person completing Risk Assessment	Reviewers Signature
6th June 22	Ben Maycock	Active coordinator	b. Maycock
21/07/2022	Lewis Campbell	Head of Centre	L.Campbell

WORST CASE LOSS

a. Fatality

b. Major Injury eg

- Fracture of the skull, spine or pelvis.
- Fracture of any bone in the arm or wrist but not in the hand, or in the leg but not in the foot.
- Amputation of a hand or foot or a finger, thumb or toe, or any part thereof if the joint or bone is completely severed.
- The loss of sight of an eye, penetrating injury to an eye or a chemical or hot metal burn to an eye.
- Injury or loss of consciousness resulting in either case from electric shock.
- Loss of consciousness resulting from absorption of any substance by inhalation, ingestion or through the skin.
- Acute illness requiring medical treatment where there is reason to believe that this resulted from exposure to a pathogen or infected material.

c. Minor Injury:

- Small cuts grazes or injuries requiring minor medical assistance / treatment.

d. Environmental/ Equipment Damage

LIKELIHOOD OF OCCURRENCE – (Given that Present Control Measures are In Place)

Likely	Occurs repeatedly / harm may be expected
Probable	Likely to occur several times
Possible	Could occur sometime
Remote	Unlikely, though conceivable
Improbable	So unlikely that the probability is close to zero

RISK LEVEL MATRIX

	Likelihood of Occurrence				
Worst Case Loss	Likely	Probable	Possible	Remote	Improbable
Fatality	SIG	SIG	SIG	MOD	INSIG
Major injury	SIG	SIG	MOD	INSIG	INSIG
Minor injury	MOD	MOD	INSIG	INSIG	INSIG
Environmental damage	MOD	INSIG	INSIG	INSIG	INSIG

SIG SIG= Significant Risk

MOD = Moderate risk

INSIG = Insignificant risk

Clip'n'Climb Risk Assessment.

CFI Reference: RA16.6.8 Date of Creation: 12/11/2022 Creator:

HAZARD	WORST CASE LOSS	PRESENT CONTROL METHODS	RISK	Risk VS Benefit Analysis
Name Hazard Detail informing what it is that is likely to cause harm	Reference Risk Level matrix . Identify worst case loss of hazard without control measures	Bullet point control measures in place to control hazard • Bullet point 1 • Bullet point 2 • Bullet point 3	Reference Risk Level matrix . Identify new worst case loss of hazard with control measures	Identify how the new Risk level still benefits the scenario. EXAMPLE1: Risk of falling removed and is now a perceived risk adding to learning for participant EXAMPLE 2: Risk to electrocution lowered to acceptable level with new fuse trips
Overhang and holds projecting from the wall	SIG	Risk disclosure Instructor vigilance, reminding adventures to be aware of their surroundings and to complete descent facing wall Practice descent from marked line before descending entire wall	INSIG	
Belay mate	INSIG	Slowly release belay mate when clipping in to reduce risk of it hitting adventurer	INSIG	
Heights	SIG	Instructor to check harnesses before and during climb Climbers are not allowed to climb without harness Practice descent from marked line before descending entire wall Matts to be placed under wall	INSIG	
Entrapment/entanglement	MOD	Instructor to remind participants to keep fingers away from metal work and belay mate Appropriate clothing to be worn (Closed toed shoes, hair tied back, removal of dangly jewelery etc)	INSIG	
Trip hazard	SIG	Matts to be placed under wall Instructor vigilance	INSIG	
Walking under participants lowering from the wall	INSIG	Ensure participants stay on their own wall Instructors/spectators to stay clear of bottom of the wall – especially when participants descending, spectators to remain off the matts	INSIG	

Date of Review	Name of person completing Risk Assessment	Position of Person completing Risk Assessment	Reviewers Signature
12/11/2022	Chloe Fowler	A2	CF
14/11/2022	Ben Maycock	C4	BM

WORST CASE LOSS

a. Fatality

b. Major Injury eg

- Fracture of the skull, spine or pelvis.
- Fracture of any bone in the arm or wrist but not in the hand, or in the leg but not in the foot.
- Amputation of a hand or foot or a finger, thumb or toe, or any part thereof if the joint or bone is completely severed.
- The loss of sight of an eye, penetrating injury to an eye or a chemical or hot metal burn to an eye.
- Injury or loss of consciousness resulting in either case from electric shock.
- Loss of consciousness resulting from absorption of any substance by inhalation, ingestion or through the skin.
- Acute illness requiring medical treatment where there is reason to believe that this resulted from exposure to a pathogen or infected material.

c. Minor Injury:

- Small cuts grazes or injuries requiring minor medical assistance / treatment.

d. Environmental/ Equipment Damage

LIKELIHOOD OF OCCURRENCE – (Given that Present Control Measures are In Place)

Likely	Occurs repeatedly / harm may be expected
Probable	Likely to occur several times
Possible	Could occur sometime
Remote	Unlikely, though conceivable
Improbable	So unlikely that the probability is close to zero

RISK LEVEL MATRIX

	Likelihood of Occurrence				
Worst Case Loss	Likely	Probable	Possible	Remote	Improbable
Fatality	SIG	SIG	SIG	MOD	INSIG
Major injury	SIG	SIG	MOD	INSIG	INSIG
Minor injury	MOD	MOD	INSIG	INSIG	INSIG
Environmental damage	MOD	INSIG	INSIG	INSIG	INSIG

SIG SIG= Significant Risk

MOD = Moderate risk

INSIG = Insignificant risk

Stubbers
Adventure Centre

ACTIVITY: Quick Flight – Daily Operation

HAZARD	WORST CASE LOSS	PRESENT CONTROL METHODS	LIKELIHOOD Given PCMs	RISK
Landing zone	Major injury	Pea gravel to be checked on daily opening. Any foreign objects to be removed.	Improb	Insig
Practise area	Fatality	To be serviceable with foot marks visible.	Improb	Insig
Pole and Access ladder	Major Injury	Ladder to be attached to the pole. Matting to be fitted to the pole in the vicinity of the ladder facing the landing zone.	Improb	Insig
Platform	Major injury	Check secure on daily opening. Foot marks to be visible.	Improb	Insig
Quick Flight webbing failure	Fatality	Visual inspection on daily opening of **entire** tape as per manufacturer's handbook by Competent Instructor on the platform. (Tracer line to be fitted) During session, webbing tape to be recoiled into the Quick Flight under tension with remote visual inspection.	Improb	Insig
Descent other than by Quick Flight required - Rescue scenario	N/a	Top rope fitted per session and clipped to bottom with rescue bag in tower	N/a	N/a
Quick Flight unit failure	Fatality	Weekly recorded inspection of webbing and Overload Protection Assembly (OPA) carried out as per manufacturer's handbook. 6 monthly checks carried out as per manufacturer's handbook. Quick Flight unit to be sent to approved inspector for re certification yearly. (Current expiry date stated on Quick flight unit)	Improb	Insig

Incorrect attachment to Quick Flight or unintended release of attachment	Fatality	Both karabiners to be attached to the belay loop with gates apposing to the edilrid full body harness	Improb	Insig
Initial attachment and subsequent attachments of adventurers to Quick Flight.	Equipment damage	Webbing to not have any visible rotation from adventurer to quick flight.	Improb	Insig
Jump – Platform impact	Major injury	Adventurers to step forward from platform starting with their toes over the edge. A ground practise of this is to be carried out by all adventurers prior to ascending the Pole.	Improb	Insig
Jump – Webbing	Major Injury	Webbing tape to be in front of adventurer. Adventurers should hold the purple fabric or not hold on at all. Step or jump forwards off the platform. On occasion a ground target may be used (flat rubber cone)	Improb	Insig
Jump – Pole and Ladder	Major injury	Protective matting to be fitted to the base of the pole from lower ladder bracket to the first staple. This should close the gap between the ladder and the pole.	Improb	Insig

Jump – Refusal - Before platform	Minor Injury	1. Offer the adventurer the chance to climb down 2. Encourage adventurer to let go where they have stopped. 3. If onset of panic, Call Code green for assistance. 4. Rescuer ascends to help adventure off the pole or platform.	Possible	Insig
Jump – Refusal – On Platform	N/a	1. Offer the adventurer the chance to climb down 2. Encourage Adventurer to step off. 3. Code Green called for assistance. Rescuer ascends and encourages the adventurer to step/ jump off.	N/a	N/a
Jammed Quick Flight	Minor Injury	See rescue in SOP	Improb	Insig

Person Completing Form: Ben Maycock & Jordan Fricker Date completion: 11q4/23

WORST CASE LOSS

a. Fatality

b. Major Injury eg

- Fracture of the skull, spine or pelvis.
- Fracture of any bone in the arm or wrist but not in the hand, or in the leg but not in the foot.
- Amputation of a hand or foot or a finger, thumb or toe, or any part thereof if the joint or bone is completely severed.
- The loss of sight of an eye, penetrating injury to an eye or a chemical or hot metal burn to an eye.
- Injury or loss of consciousness resulting in either case from electric shock.
- Loss of consciousness resulting from absorption of any substance by inhalation, ingestion or through the skin.
- Acute illness requiring medical treatment where there is reason to believe that this resulted from exposure to a pathogen or infected material.

c. Minor Injury:

- Small cuts grazes or injuries requiring minor medical assistance / treatment.

d. Environmental/ Equipment Damage

LIKELIHOOD OF OCCURRENCE – (Given that Present Control Measures are In Place)

Likely	Occurs repeatedly / harm may be expected
Probable	Likely to occur several times
Possible	Could occur sometime
Remote	Unlikely, though conceivable
Improbable	So unlikely that the probability is close to zero

RISK LEVEL MATRIX

	Likelihood of Occurrence				
Worst Case Loss	Likely	Probable	Possible	Remote	Improbable
Fatality	SIG	SIG	SIG	MOD	INSIG
Major injury	SIG	SIG	MOD	INSIG	INSIG
Minor injury	MOD	MOD	INSIG	INSIG	INSIG

Environmental damage	MOD	INSIG	INSIG	INSIG	INSIG

SIG= Significant Risk

MOD = Moderate risk

Archery Combat Risk Assessment.

CFI Reference: RA16.6.3 Date of Creation: 27.07.22 Creator: Lewis Campbell

HAZARD	WORST CASE LOSS	PRESENT CONTROL METHODS	RISK	Risk VS Benefit Analysis
Name Hazard Detail informing what it is that is likely to cause harm	Reference Risk Level matrix . Identify worst case loss of hazard without control measures	Bullet point control measures in place to control hazard • Bullet point 1 • Bullet point 2 • Bullet point 3	Reference Risk Level matrix . Identify new worst case loss of hazard with control measures	Identify how the new Risk level still benefits the scenario. EXAMPLE1: Risk of falling removed and is now a perceived risk adding to learning for participant EXAMPLE 2: Risk to electrocution lowered to acceptable level with new fuse trips
Arrows		• Instructor will closely supervise shooting and retrieval of arrows. • Instructor to participant ratio not to exceed 1:12 unless duty manager decides to do so within reason ratio can go to 1:24 • Verbal permission and a wave of hand will indicate the start of a game, and at any other time it will indicate to the player to put down their bows. • Bows are not allowed in the 'no man's land' zone. • After each game, all arrows must be accounted for. • Bows not to be left unattended and should be stored away between sessions. • If arrows are unaccounted for the Duty Manager must be informed immediately.		
Misfire / equipment failure.		• Instructor to ensure correct technique is used. • Bows should not be "dry fired". • The boundaries of the playing field should be clearly visible with a spectator distance marked out • Unserviceable equipment will be tagged and taken out of service. • Bows are to be strung at the beginning of each day and destrung at the end of the day. • Age 9+ to participate • If an item of equipment is defective or suspected of being defective it is to be tagged and taken out of service.		
Injury from Bow String		• Constant vigilance and Coaching by instructor will reduce string impacts on bow arm. • Arm guards to be worn when in the playing area		
Facial injury from arrow		• Face masks are to be worn at all times in the playing area • When readjusting or if equipment falls off the participants are to leave playing area • Demonstrate how the equipment should be correctly fitted and that safety equipment is in good condition before handing out. • Supervision of correctly fitted safety equipment before and during games.		
Hair, clothing or jewellery entangled in equipment		• Appropriate clothing and shoes to be worn, remove jewelry and tie back long hair before game play • Visual check of participants before beginning game and throughout play.		

Slips trips and Falls		• During kit up, staff to clear any potential hazards • Staff to monitor grounds before each session. Inform duty activity manager if ground becomes too hazardous to carry on play • Adventures to be made aware of the hazards (tripping, slipping in wet conditions)		

Date of Review	Name of person completing Risk Assessment	Position of Person completing Risk Assessment	Reviewers Signature

WORST CASE LOSS

a. Fatality

b. Major Injury eg

- Fracture of the skull, spine or pelvis.
- Fracture of any bone in the arm or wrist but not in the hand, or in the leg but not in the foot.
- Amputation of a hand or foot or a finger, thumb or toe, or any part thereof if the joint or bone is completely severed.
- The loss of sight of an eye, penetrating injury to an eye or a chemical or hot metal burn to an eye.
- Injury or loss of consciousness resulting in either case from electric shock.
- Loss of consciousness resulting from absorption of any substance by inhalation, ingestion or through the skin.
- Acute illness requiring medical treatment where there is reason to believe that this resulted from exposure to a pathogen or infected material.

c. Minor Injury:

- Small cuts grazes or injuries requiring minor medical assistance / treatment.

d. Environmental/ Equipment Damage

LIKELIHOOD OF OCCURRENCE – (Given that Present Control Measures are In Place)

Likely	Occurs repeatedly / harm may be expected
Probable	Likely to occur several times
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RISK LEVEL MATRIX

	Likelihood of Occurrence				
Worst Case Loss	Likely	Probable	Possible	Remote	Improbable
Fatality	SIG	SIG	SIG	MOD	INSIG
Major injury	SIG	SIG	MOD	INSIG	INSIG
Minor injury	MOD	MOD	INSIG	INSIG	INSIG
Environmental damage	MOD	INSIG	INSIG	INSIG	INSIG

SIG SIG= Significant Risk

MOD = Moderate risk

INSIG = Insignificant risk

Archery Risk Assessment.

CFI Reference: RA16.6.3 Date of Creation: 27/07/2022 Creator: Lewis Campbell

HAZARD	WORST CASE LOSS	PRESENT CONTROL METHODS	RISK	Risk VS Benefit Analysis
Name Hazard Detail informing what it is that is likely to cause harm	Reference Risk Level matrix . Identify worst case loss of hazard without control measures	Bullet point control measures in place to control hazard • Bullet point 1 • Bullet point 2 • Bullet point 3	Reference Risk Level matrix . Identify new worst case loss of hazard with control measures	Identify how the new Risk level still benefits the scenario. EXAMPLE1: Risk of falling removed and is now a perceived risk adding to learning for participant EXAMPLE 2: Risk to electrocution lowered to acceptable level with new fuse trips
Participant being shot by Arrows	SIG	• Instructor will closely supervise shooting and retrieval of arrows. • Instructor to bow ratio will not exceed 1 to 5. • The emergency shout “STOP” shall be used to stop all activity immediately, this will be included in the briefing. • Nobody will cross the clearly defined shooting line while firing is in progress. • Access past shooting line only through designated gate. • A bow and arrow will only be aimed at approved targets. • Gate must be locked and checked by instructor at the end of session when leaving bow and arrows unattended • Store doors to be correctly closed and locked when shooting is in progress. • After each round of shooting all arrows must be accounted for.	INSIG	
Misfire / equipment failure.	SIG	• Instructor to ensure correct technique is used. • Bows should not be “dry fired”. • A visual inspection of nets will be undertaken each day prior to Archery sessions. Any damage notified to the Duty Activity Coordinator who will conduct a risk assessment for range suitability. • The archery nets will receive a recorded monthly inspection to be carried out by a competent person. • Bosses will receive a recorded monthly inspection to be carried out by a competent person. • Unserviceable equipment will be tagged and taken out of service.	INSIG	
Bow string injuring participants arms on firing	SIG	• Coaching and Instructor vigilance to reduce string impacts on bow arm. • Arm guards to be worn by beginners and under 18’s	INSIG	

Date of Review	Name of person completing Risk Assessment	Position of Person completing Risk Assessment	Reviewers Signature
27.07.22	Tiffany Carter	Activity Coordinator	T.J.B.C
28/07/22	Lewis Campbell	Head of Centre	L.Campbell

WORST CASE LOSS

a. Fatality

b. Major Injury eg

- Fracture of the skull, spine or pelvis.
- Fracture of any bone in the arm or wrist but not in the hand, or in the leg but not in the foot.
- Amputation of a hand or foot or a finger, thumb or toe, or any part thereof if the joint or bone is completely severed.
- The loss of sight of an eye, penetrating injury to an eye or a chemical or hot metal burn to an eye.
- Injury or loss of consciousness resulting in either case from electric shock.
- Loss of consciousness resulting from absorption of any substance by inhalation, ingestion or through the skin.
- Acute illness requiring medical treatment where there is reason to believe that this resulted from exposure to a pathogen or infected material.

c. Minor Injury:

- Small cuts grazes or injuries requiring minor medical assistance / treatment.

d. Environmental/ Equipment Damage

LIKELIHOOD OF OCCURRENCE – (Given that Present Control Measures are In Place)

Likely	Occurs repeatedly / harm may be expected
Probable	Likely to occur several times
Possible	Could occur sometime
Remote	Unlikely, though conceivable
Improbable	So unlikely that the probability is close to zero

RISK LEVEL MATRIX

	Likelihood of Occurrence				
Worst Case Loss	Likely	Probable	Possible	Remote	Improbable
Fatality	SIG	SIG	SIG	MOD	INSIG
Major injury	SIG	SIG	MOD	INSIG	INSIG
Minor injury	MOD	MOD	INSIG	INSIG	INSIG
Environmental damage	MOD	INSIG	INSIG	INSIG	INSIG

SIG SIG= Significant Risk

MOD = Moderate risk

INSIG = Insignificant risk

Axe Throwing Risk Assessment.

CFI Reference: RA16.6.3 Date of Creation: 27.07.2022 Creator: Tiffany Carter

HAZARD	WORST CASE LOSS	PRESENT CONTROL METHODS	RISK	Risk VS Benefit Analysis
Name Hazard Detail informing what it is that is likely to cause harm	Reference Risk Level matrix . Identify worst case loss of hazard without control measures	Bullet point control measures in place to control hazard • Bullet point 1 • Bullet point 2 • Bullet point 3	Reference Risk Level matrix . Identify new worst case loss of hazard with control measures	Identify how the new Risk level still benefits the scenario. EXAMPLE1: Risk of falling removed and is now a perceived risk adding to learning for participant EXAMPLE 2: Risk to electrocution lowered to acceptable level with new fuse trips
Participant injury through use of Axes	SIG	Instructor will closely supervise throwing and retrieval of axes. • Axes and Tomahawks used to comply with WATL criteria (2018 max handle length 19", max blade 4.5", max weight 3lbs. • Single headed axes only to be used. No double header, spikes etc. • Client supplied axes are not to be used. • Instructor to thrower ratio will not exceed 1 to 5. • The emergency shout "STOP" shall be used to stop all activity immediately, this will be included in the briefing. • The instructor should check the area is clear and axes are in good condition before each participant starts their throw • Participants waiting to throw will say within safety zone or with their back against the containers. • Instructor will check all axes and knifes are accounted for before allowing participants to leave • Client instructed to regularly check the axe heads and handles Reporting to the instructor any suspected loose heads or splintered handles. • After each round of throwing all axes must be accounted for and checked for damages and loose axe heads. • A throwing axe will be offered handle first to an adventurer. Or placed in holder for thrower to collect • A Safety brief and demonstration of technique will be given before the adventurer throws. • Nobody to be stood in front or behind the axe thrower. (to stand in waiting area) • An axe does not necessarily need to be sharp to stick in the target. This will only be the case for targets comprising new wood or if target is very wet.	INSIG	

Miss throw/bounce back/dropping of axe	SIG	• Adventurers must wear suitable footwear to minimise the risk of any injury resulting from accidentally dropping the equipment or a rebound from the target. • A demonstration of technique will be given before the adventurer throws. • A visual inspection of the targets undertaken each day prior to Axe Throwing sessions. Any damage notified to the Duty Activity Coordinator who will conduct a risk assessment for range suitability. • Thrower to throw one axe per target. to avoid damage to handles. Single axe throwing is preferred for taster sessions. • An axe will only be thrown at approved targets.	INSIG	
Slips trips and falls	MOD	• Relate to the group that only walking is permitted in the Axe Throwing Area. • Weather dependent, ground has potential to be slippery	INSIG	
Wet or Dry Targets	MOD	• Instructor made aware of increased chances of bouncing back when targets are wet or dry due to the weather.	INSIG	
Target and back catch falling off wall mounting	MOD	• Targets to be constructed from soft timber and securely fastened to the back wall of the range. • Target and back wall should be checked daily for target security and any timber hazards.	INSIG	

Date of Review	Name of person completing Risk Assessment	Position of Person completing Risk Assessment	Reviewers Signature
27.07.22	Tiffany Carter	Activity Coordinator	T.J.B.C
28.07.22	Lewis Campbell	Head of Centre	L.Campbell

WORST CASE LOSS

a. Fatality

b. Major Injury eg

- Fracture of the skull, spine or pelvis.
- Fracture of any bone in the arm or wrist but not in the hand, or in the leg but not in the foot.
- Amputation of a hand or foot or a finger, thumb or toe, or any part thereof if the joint or bone is completely severed.
- The loss of sight of an eye, penetrating injury to an eye or a chemical or hot metal burn to an eye.
- Injury or loss of consciousness resulting in either case from electric shock.
- Loss of consciousness resulting from absorption of any substance by inhalation, ingestion or through the skin.
- Acute illness requiring medical treatment where there is reason to believe that this resulted from exposure to a pathogen or infected material.

c. Minor Injury:

- Small cuts grazes or injuries requiring minor medical assistance / treatment.

d. Environmental/ Equipment Damage

LIKELIHOOD OF OCCURRENCE – (Given that Present Control Measures are In Place)

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RISK LEVEL MATRIX

	Likelihood of Occurrence				
Worst Case Loss	Likely	Probable	Possible	Remote	Improbable
Fatality	SIG	SIG	SIG	MOD	INSIG
Major injury	SIG	SIG	MOD	INSIG	INSIG
Minor injury	MOD	MOD	INSIG	INSIG	INSIG
Environmental damage	MOD	INSIG	INSIG	INSIG	INSIG

SIG SIG= Significant Risk

MOD = Moderate risk

INSIG = Insignificant risk

Laser Tag Risk Assessment.

CFI Reference: RA16.6.3 Date of Creation: 27.07.22 Creator: Lewis Campbell

HAZARD	WORST CASE LOSS	PRESENT CONTROL METHODS	RISK	Risk VS Benefit Analysis
Name Hazard Detail informing what it is that is likely to cause harm	Reference Risk Level matrix . Identify worst case loss of hazard without control measures	Bullet point control measures in place to control hazard • Bullet point 1 • Bullet point 2 • Bullet point 3	Reference Risk Level matrix . Identify new worst case loss of hazard with control measures	Identify how the new Risk level still benefits the scenario. EXAMPLE1: Risk of falling removed and is now a perceived risk adding to learning for participant EXAMPLE 2: Risk to electrocution lowered to acceptable level with new fuse trips

Game zone / Woodland setting.	MOD	• Safety briefing to include:
		  ○ Boundaries.
		  ○ Out of bounds areas (Assault course apparatus).
		  ○ “Safe zone” for when out of the game.
		  ○ Trip hazards, uneven ground.
		  ○ The importance of “Looking where you are going”.
		• Instructor Visual inspection of barricades throughout session. Any concerns should be reported with areas taken out of service / fenced off as appropriate.
		• Instructor positioned to maximise visual supervision of the game zone.
		• Instructor clearly visible wearing Hi Vis Marshall vest.
			INSIG	

Misuse or injury from Laser Gun	MOD	• Safety briefing to include correct hold for moving and aiming (“2 hands on the gun at all times”) • Rubber muzzle cover to be fitted on old gun styles • Instructor to monitor and coach correct use and carrying of the Gun.	INSIG	
Damaged equipment	MOD	• Safety briefing to include: ○ Adventurers to not remove head sensors, if they fall off to stop and replace them before continuing. • Do not adjust / play with dials on the sights	INSIG	

Lost child		• All playing participant to wear correct colour bib • Instructor to head count all participants are the end of each games	INSIG	

Date of Review	Name of person completing Risk Assessment	Position of Person completing Risk Assessment	Reviewers Signature
27.07.22	Tiffany Carter	Activity Coordinator	T.J.B.C

WORST CASE LOSS

a. Fatality

b. Major Injury eg

- Fracture of the skull, spine or pelvis.
- Fracture of any bone in the arm or wrist but not in the hand, or in the leg but not in the foot.
- Amputation of a hand or foot or a finger, thumb or toe, or any part thereof if the joint or bone is completely severed.
- The loss of sight of an eye, penetrating injury to an eye or a chemical or hot metal burn to an eye.
- Injury or loss of consciousness resulting in either case from electric shock.
- Loss of consciousness resulting from absorption of any substance by inhalation, ingestion or through the skin.
- Acute illness requiring medical treatment where there is reason to believe that this resulted from exposure to a pathogen or infected material.

c. Minor Injury:

- Small cuts grazes or injuries requiring minor medical assistance / treatment.

d. Environmental/ Equipment Damage

LIKELIHOOD OF OCCURRENCE – (Given that Present Control Measures are In Place)

Likely	Occurs repeatedly / harm may be expected
Probable	Likely to occur several times
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RISK LEVEL MATRIX

	Likelihood of Occurrence				
Worst Case Loss	Likely	Probable	Possible	Remote	Improbable
Fatality	SIG	SIG	SIG	MOD	INSIG
Major injury	SIG	SIG	MOD	INSIG	INSIG
Minor injury	MOD	MOD	INSIG	INSIG	INSIG
Environmental damage	MOD	INSIG	INSIG	INSIG	INSIG

SIG SIG= Significant Risk

MOD = Moderate risk

INSIG = Insignificant risk

Rifle Shooting Risk Assessment.

CFI Reference: RA16.6.3 Date of Creation: 27.07.2022 Creator: Tiffany Carter

HAZARD	WORST CASE LOSS	PRESENT CONTROL METHODS	RISK	Risk VS Benefit Analysis
Name Hazard Detail informing what it is that is likely to cause harm	Reference Risk Level matrix . Identify worst case loss of hazard without control measures	Bullet point control measures in place to control hazard • Bullet point 1 • Bullet point 2 • Bullet point 3	Reference Risk Level matrix . Identify new worst case loss of hazard with control measures	Identify how the new Risk level still benefits the scenario. EXAMPLE1: Risk of falling removed and is now a perceived risk adding to learning for participant EXAMPLE 2: Risk to electrocution lowered to acceptable level with new fuse trips
Loaded Rifles	SIG	• Instructor to rifle ratio will not exceed 1: 5. • No-one to cross the firing line whilst Firing is in progress. • The rifle will be broken at the end of each go and by the instructor with the safety catch applied. • The rifle will always be pointed down the range and never aimed at anything other than the target. • The rifles should be checked clear when taking from and putting back into the gun safe. They will also be checked by participants inbetween each shot and the instructor before anyone enters the range. • The start of firing will be at the command of the Instructor. • The emergency shout “STOP” shall be used to stop all activity immediately, this will be included in the briefing.	INSIG	
Lead poisoning	MOD	• Eye protection will be worn by all when shooting is in progress. • Adventurers are to be advised to wash their hands after handling Lead pellets. • No eating whilst the session is in progress. • Adventurers only issued between 3 and 10 pellets per Adventurer per go.	INSIG	
Equipment Failure	SIG	• Rifles not be fired without anything in them (“Dry fired”) • If a fault occurs with a rifle it is marked “Do not use”, take out of service and report the fault to DM/ relevant Activity Co-ordinator. • If a pellet becomes jammed, the rod is used to clear the barrel. The rifle is not to be clear any blockages by shooting the Rifle.	INSIG	

Maturity of adventurers	MOD	• The age restrictions with regard to age of shooters and age of the instructor are relaxed on the provision that:
		  ○ The session is an authorised activity and is conducted on a purpose built and approved target shooting range.
		  ○ The instructor is over 18 years of age.
		  ○ Sessions are regularly overseen by Management as part of regular session monitoring.
			INSIG	

Date of Review	Name of person completing Risk Assessment	Position of Person completing Risk Assessment	Reviewers Signature
27.07.22	Tiffany Carter	Activity Coordinator	T.J.B.C

28.7.22	Lewis Campbell	Head of Centre	L.Campbell

WORST CASE LOSS

a. Fatality

b. Major Injury eg

- Fracture of the skull, spine or pelvis.
- Fracture of any bone in the arm or wrist but not in the hand, or in the leg but not in the foot.
- Amputation of a hand or foot or a finger, thumb or toe, or any part thereof if the joint or bone is completely severed.
- The loss of sight of an eye, penetrating injury to an eye or a chemical or hot metal burn to an eye.
- Injury or loss of consciousness resulting in either case from electric shock.
- Loss of consciousness resulting from absorption of any substance by inhalation, ingestion or through the skin.
- Acute illness requiring medical treatment where there is reason to believe that this resulted from exposure to a pathogen or infected material.

c. Minor Injury:

- Small cuts grazes or injuries requiring minor medical assistance / treatment.

d. Environmental/ Equipment Damage

LIKELIHOOD OF OCCURRENCE – (Given that Present Control Measures are In Place)

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RISK LEVEL MATRIX

	Likelihood of Occurrence				
Worst Case Loss	Likely	Probable	Possible	Remote	Improbable
Fatality	SIG	SIG	SIG	MOD	INSIG
Major injury	SIG	SIG	MOD	INSIG	INSIG
Minor injury	MOD	MOD	INSIG	INSIG	INSIG
Environmental damage	MOD	INSIG	INSIG	INSIG	INSIG

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Caving Risk Assessment.

CFI Reference: RA16.6.5 Date of Creation: 12/06/2022 Creator: Lewis Campbell

HAZARD	WORST CASE LOSS	PRESENT CONTROL METHODS	RISK	Risk VS Benefit Analysis
Name Hazard Detail informing what it is that is likely to cause harm	Reference Risk Level matrix . Identify worst case loss of hazard without control measures	Bullet point control measures in place to control hazard • Bullet point 1 • Bullet point 2 • Bullet point 3	Reference Risk Level matrix . Identify new worst case loss of hazard with control measures	Identify how the new Risk level still benefits the scenario. EXAMPLE1: Risk of falling removed and is now a perceived risk adding to learning for participant EXAMPLE 2: Risk to electrocution lowered to acceptable level with new fuse trips
Potential Injury	MOD	• Helmets will be worn by Instructor, Adventurers and Leaders engaged in the activity. Helmets will be inspected for correct fitting by a competent member of staff. • Risk disclosure to include injury prevention methods when in enclosed areas.	INSIGN	Risk lowered to acceptable level
Reduced visibility	MOD	• All participants and staff to be provided with a head torch. • Risk disclosure to include need to allow space between participants so as not to injury self or others around. • Risk disclosure to include need to take extra care when moving through caves when torches are off	INSIG	
Long hair, jewellery, loose clothing and objects in pockets.	MOD	• Long Hair to be tied back. • Loose clothing and tassels to be tucked in or removed. • Neckwear and jewelry to be removed.	INSIG	
Lost group member.	SIG	• To enable the Instructor to keep track of their group. A numbering off system will be introduced as part of the initial brief. • Group ratio to not exceed 13. • Lost caver. Brief group to stay put (consider a task for them to do.) • Instructor to dedicate a few minutes to attempt to locate caver verbally and then physically. If no success. Radio D1 for assistance and your location • Cave boundary access points secured (North gate secured with bolt from the inside.) This prevents unauthorised access to park users as well as Children leaving the cave system unaccompanied.	INSIG	
Enclosed spaces and sudden changes in floor height.	SIG	• Safety distance approximately 1 metre and risk disclosure of other adventurer's feet. • Risk disclosure for changes in floor height – feet first down drops. • Instructor spotting required at the following locations: 1. Ramp from entrance into Cave art chamber. 2. Fossil chamber entrance from Rift chamber (potential foot entrapment.) 3. Entrance to ball pit 4. Sump exit into fossils spotting required.	INSIG	

Equipment / apparatus failure.	MOD	• PPE will be visually inspected: on issue, after fitting, prior to entering and on return. • Routine Visual Check - Visual inspection daily of all chambers checking for animal ingress and obvious hazards and that emergency hatches are secured. • Entrance and exit to be swept when necessary reduce ingress of stones. • Tri monthly– internal inspection of the system to check for hazards by competent staff member.	INSIG	
Stuck caver / medical emergency.	SIG	In the event of an Adventurer becoming stuck, scared or injured, the following process should be followed: **Intervention** • Stage 1: Instructor verbal communication (level 3 supervision) • Stage 2: Instructor visual and verbal. (Level 2 supervision) • Stage 3: Instructor to physically assist in movement. (Level 1 supervision) **Rescue** • Stage 4: Caver unable to move or progress / stuck. Assistance required. Radio Code for additional staff. • Stage 5: Caver unconscious - rescue required by Stubbers staff. • Stage 6: Unconscious casualty/ severe injury- suspected spinal.Rescue assistance required by emergency services.	INSIG	

Date of Review	Name of person completing Risk Assessment	Position of Person completing Risk Assessment	Reviewers Signature
12/06/2022	Lewis Campbell	Head of Centre	L.Campbell

WORST CASE LOSS

a. Fatality

b. Major Injury eg

- Fracture of the skull, spine or pelvis.
- Fracture of any bone in the arm or wrist but not in the hand, or in the leg but not in the foot.
- Amputation of a hand or foot or a finger, thumb or toe, or any part thereof if the joint or bone is completely severed.
- The loss of sight of an eye, penetrating injury to an eye or a chemical or hot metal burn to an eye.
- Injury or loss of consciousness resulting in either case from electric shock.
- Loss of consciousness resulting from absorption of any substance by inhalation, ingestion or through the skin.
- Acute illness requiring medical treatment where there is reason to believe that this resulted from exposure to a pathogen or infected material.

c. Minor Injury:

- Small cuts grazes or injuries requiring minor medical assistance / treatment.

d. Environmental/ Equipment Damage

LIKELIHOOD OF OCCURRENCE – (Given that Present Control Measures are In Place)

Likely	Occurs repeatedly / harm may be expected
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RISK LEVEL MATRIX

	Likelihood of Occurrence				
Worst Case Loss	Likely	Probable	Possible	Remote	Improbable
Fatality	SIG	SIG	SIG	MOD	INSIG
Major injury	SIG	SIG	MOD	INSIG	INSIG
Minor injury	MOD	MOD	INSIG	INSIG	INSIG
Environmental damage	MOD	INSIG	INSIG	INSIG	INSIG

SIG SIG= Significant Risk

MOD = Moderate risk

INSIG = Insignificant risk

Grass Sledging Risk Assessment.

CFI Reference: RA16.6.5 Date of Creation: DD/MM/YYYY Creator: Lewis Campbell

HAZARD	WORST CASE LOSS	PRESENT CONTROL METHODS	RISK	Risk VS Benefit Analysis
Name Hazard Detail informing what it is that is likely to cause harm	Reference Risk Level matrix . Identify worst case loss of hazard without control measures	Bullet point control measures in place to control hazard • Bullet point 1 • Bullet point 2 • Bullet point 3	Reference Risk Level matrix . Identify new worst case loss of hazard with control measures	Identify how the new Risk level still benefits the scenario. EXAMPLE1: Risk of falling removed and is now a perceived risk adding to learning for participant EXAMPLE 2: Risk to electrocution lowered to acceptable level with new fuse trips
Riding in a Grass sledge.	sig	• Riders will wear a helmet. • Grass sledge to instructor ratio not to exceed 5: 1. • Risk disclosure for all body parts to remain inside the sledge whilst in motion. • 1 person to each sledge • Clearly defined starting 'bay' for each sledge marked out with cones	insig	
Other sledges	sig	• There should be clearly defined starting bays for sledges, and another clearly defined line where adventurers who are pushing sledges must not cross. • Instructors must ensure there is sufficient distance between each sledge so that if one sledge were to veer off to the side, the operator has plenty of time to react and avoid a collision. • Adventurers in sledges should either descend at the same time, or quickly clear from the bottom of the track to allow other adventurers to descend. No-one is to ascend the hill if they are likely to encounter a descending sledge. • Sledges must not be allowed to start at different heights on the hill, as lower adventurers will be at risk of a sledge colliding with them from higher up.	insig	
Equipment failure	sig	• Grass sledges and PPE will be subject to a recorded inspection by a competent person on a quarterly basis. Faulty equipment will be taken out of service for repair.	Insig	

Date of Review	Name of person completing Risk Assessment	Position of Person completing Risk Assessment	Reviewers Signature
20th july 22	Ben maycock	Activity coodinator	b.maycock
21/07/2022	Lewis Campbell	Head of Centre	L.Campbell

WORST CASE LOSS

a. Fatality

b. Major Injury eg

- Fracture of the skull, spine or pelvis.
- Fracture of any bone in the arm or wrist but not in the hand, or in the leg but not in the foot.
- Amputation of a hand or foot or a finger, thumb or toe, or any part thereof if the joint or bone is completely severed.
- The loss of sight of an eye, penetrating injury to an eye or a chemical or hot metal burn to an eye.
- Injury or loss of consciousness resulting in either case from electric shock.
- Loss of consciousness resulting from absorption of any substance by inhalation, ingestion or through the skin.
- Acute illness requiring medical treatment where there is reason to believe that this resulted from exposure to a pathogen or infected material.

c. Minor Injury:

- Small cuts grazes or injuries requiring minor medical assistance / treatment.

d. Environmental/ Equipment Damage

LIKELIHOOD OF OCCURRENCE – (Given that Present Control Measures are In Place)

Likely	Occurs repeatedly / harm may be expected
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RISK LEVEL MATRIX

	Likelihood of Occurrence				
Worst Case Loss	Likely	Probable	Possible	Remote	Improbable
Fatality	SIG	SIG	SIG	MOD	INSIG
Major injury	SIG	SIG	MOD	INSIG	INSIG
Minor injury	MOD	MOD	INSIG	INSIG	INSIG
Environmental damage	MOD	INSIG	INSIG	INSIG	INSIG

SIG SIG= Significant Risk

MOD = Moderate risk

INSIG = Insignificant risk

River Rescue Risk Assessment.

CFI Reference: RA16.6.5 Date of Creation: 31/01/2023 Creator: Charlotte Howie

HAZARD	WORST CASE LOSS	PRESENT CONTROL METHODS	RISK	Risk VS Benefit Analysis
Name Hazard Detail informing what it is that is likely to cause harm	Reference Risk Level matrix . Identify worst case loss of hazard without control measures	Bullet point control measures in place to control hazard • Bullet point 1 • Bullet point 2 • Bullet point 3	Reference Risk Level matrix . Identify new worst case loss of hazard with control measures	Identify how the new Risk level still benefits the scenario. EXAMPLE1: Risk of falling removed and is now a perceived risk adding to learning for participant EXAMPLE 2: Risk to electrocution lowered to acceptable level with new fuse trips
Falling from height	SIG	• Adventurers will be spotted whilst mounting the apparatus	INSIG	
Trip Hazards/obstructions in the running area	SIG	• Instructor to ensure that there are no trip hazards or obstructions in the running area. • Eg. Rabbit holes or badger mounds	INSIG	
Drowning or entrapment in the water	SIG	• A throw line and rescue board should be immediately available for each crossing. • All adventurers will wear buoyancy aids	INSIG	
Equipment failure. (Non LOLER compliant improvised structure.)	SIG	• All adventurers, the instructor and any observers inside the activity area must wear a buoyancy aid • Daily routine visual checks to be carried out on kit up. • Pond cross apparatus and PPE will be subject to a quarterly recorded inspection by a competent person. Faulty equipment will be marked and taken out of service for repair. • The result of an equipment failure during a crossing will be immersion in lake, recovery by throw line.	MOD	

Date of Review	Name of person completing Risk Assessment	Position of Person completing Risk Assessment	Reviewers Signature
31/01/23	Charlotte Howie	Activity Coordinator	C.Howie

WORST CASE LOSS

a. Fatality

b. Major Injury eg

- Fracture of the skull, spine or pelvis.
- Fracture of any bone in the arm or wrist but not in the hand, or in the leg but not in the foot.
- Amputation of a hand or foot or a finger, thumb or toe, or any part thereof if the joint or bone is completely severed.
- The loss of sight of an eye, penetrating injury to an eye or a chemical or hot metal burn to an eye.
- Injury or loss of consciousness resulting in either case from electric shock.
- Loss of consciousness resulting from absorption of any substance by inhalation, ingestion or through the skin.
- Acute illness requiring medical treatment where there is reason to believe that this resulted from exposure to a pathogen or infected material.

c. Minor Injury:

- Small cuts grazes or injuries requiring minor medical assistance / treatment.

d. Environmental/ Equipment Damage

LIKELIHOOD OF OCCURRENCE – (Given that Present Control Measures are In Place)

Likely	Occurs repeatedly / harm may be expected
Probable	Likely to occur several times
Possible	Could occur sometime
Remote	Unlikely, though conceivable
Improbable	So unlikely that the probability is close to zero

RISK LEVEL MATRIX

	Likelihood of Occurrence				
Worst Case Loss	Likely	Probable	Possible	Remote	Improbable
Fatality	SIG	SIG	SIG	MOD	INSIG
Major injury	SIG	SIG	MOD	INSIG	INSIG
Minor injury	MOD	MOD	INSIG	INSIG	INSIG
Environmental damage	MOD	INSIG	INSIG	INSIG	INSIG

SIG SIG= Significant Risk

MOD = Moderate risk

INSIG = Insignificant risk

Team Build/Team Games/Team Challenge Risk Assessment.

CFI Reference: RA16.6.5 Date of Creation: 14/07/2022 Creator: Lewis Campbell

HAZARD	WORST CASE LOSS	PRESENT CONTROL METHODS	RISK	Risk VS Benefit Analysis
Name Hazard Detail informing what it is that is likely to cause harm	Reference Risk Level matrix . Identify worst case loss of hazard without control measures	Bullet point control measures in place to control hazard • Bullet point 1 • Bullet point 2 • Bullet point 3	Reference Risk Level matrix . Identify new worst case loss of hazard with control measures	Identify how the new Risk level still benefits the scenario. EXAMPLE1: Risk of falling removed and is now a perceived risk adding to learning for participant
Falling from height	SIG	• Safety briefing to include risk disclosure of heights if relevant. • "Spotters" to assist adventurer on apparatus where unprotected height above ground is greater than 1.5 metres or where there are unprotected obstructions within 1.8 metres. • Instructor to position themselves to best aid support to adventurers who may require spotting or close supervision. • Helmets will be worn on elements marked with a helmet sign, this includes both instructor and adventurers. • Instructor to adventurer ratio will not exceed 1:12 when running team challenge. Team Games ratio will not exceed 1:24 • All fenced areas to be closed when unattended.	INSIG	Increase team build bonding with perceived risk

Uneven ground and obstacles.	SIG	• Safety briefing to include:
		  ○ Uneven ground.
		  ○ Obstacles: "Look where you are going and not to go on any activity unless instructed to"
		  ○ Relevant trip or slip hazards including weather related hazards.
		• Closed toed footwear to be worn.
		• Venues for Team building activities should either be purpose-built areas or an area free from obstructions. (e.g., Rabbit holes)
			INSIG	

Improper manual handling	SIG	• Risk disclosure and demonstration of proper lifting technique. • Ideally there should never be less than two individuals supporting the lifted person. The lifters should ideally be of similar size and weight to the person being lifted.	INSIG	
Misuse of Equipment	SIG	• Instructors are not to deviate from approved challenges. • Only designated equipment and venues are to be used for Team Building activities.	INSIG	
Injury from Ropes	MOD	• Safety brief to include an awareness of rope burn and correct example	INSIG	

Date of Review	Name of person completing Risk Assessment	Position of Person completing Risk Assessment	Reviewers Signature
14/07/2022	Lewis Campbell	Head of Centre	L.Campbell

WORST CASE LOSS

a. Fatality

b. Major Injury eg

- Fracture of the skull, spine or pelvis.
- Fracture of any bone in the arm or wrist but not in the hand, or in the leg but not in the foot.
- Amputation of a hand or foot or a finger, thumb or toe, or any part thereof if the joint or bone is completely severed.
- The loss of sight of an eye, penetrating injury to an eye or a chemical or hot metal burn to an eye.
- Injury or loss of consciousness resulting in either case from electric shock.
- Loss of consciousness resulting from absorption of any substance by inhalation, ingestion or through the skin.
- Acute illness requiring medical treatment where there is reason to believe that this resulted from exposure to a pathogen or infected material.

c. Minor Injury:

- Small cuts grazes or injuries requiring minor medical assistance / treatment.

d. Environmental/ Equipment Damage

LIKELIHOOD OF OCCURRENCE – (Given that Present Control Measures are In Place)

Likely	Occurs repeatedly / harm may be expected
Probable	Likely to occur several times
Possible	Could occur sometime
Remote	Unlikely, though conceivable
Improbable	So unlikely that the probability is close to zero

RISK LEVEL MATRIX

	Likelihood of Occurrence				
Worst Case Loss	Likely	Probable	Possible	Remote	Improbable
Fatality	SIG	SIG	SIG	MOD	INSIG
Major injury	SIG	SIG	MOD	INSIG	INSIG
Minor injury	MOD	MOD	INSIG	INSIG	INSIG
Environmental damage	MOD	INSIG	INSIG	INSIG	INSIG

SIG SIG= Significant Risk

MOD = Moderate risk

INSIG = Insignificant risk

ATB Risk Assessment.

CFI Reference: RA16.6.5 Date of Creation: 20.07.2022 Creator: Lewis Campbell

HAZARD	WORST CASE LOSS	PRESENT CONTROL METHODS	RISK	Risk VS Benefit Analysis
Name Hazard Detail informing what it is that is likely to cause harm	Reference Risk Level matrix . Identify worst case loss of hazard without control measures	Bullet point control measures in place to control hazard • Bullet point 1 • Bullet point 2 • Bullet point 3	Reference Risk Level matrix . Identify new worst case loss of hazard with control measures	Identify how the new Risk level still benefits the scenario. EXAMPLE1: Risk of falling removed and is now a perceived risk adding to learning for participant EXAMPLE 2: Risk to electrocution lowered to acceptable level with new fuse trips
Riding and dismounting an All-terrain board.	SIG	• All riders including Instructor to wear a helmet and wrist guards. • Knee and elbow pads are compulsory for Under 18's and recommended to over 18's. • A safe number of competent riders many go down at any one time • Safety Briefing to include riding position, bending knees for balance, and stopping and safe dismount technique. Only introduce Squat Stop for fall over, i.e. when they think they are going to fall over they get in the squat stop position • Enclosed footwear to be worn (NO sandals or open toe footwear). • Riders will be trained to traverse the hill rather than take a straight line down the gradient. Their speed will be better controlled by going across the gradient. • Riders who fall, should be coached so they can improve	INSIG	
Track and ground conditions.		• Tracks should be visually inspected by the Instructor prior to use for obstacles such as rabbit holes. These should be avoided or rectified. • To set turning and power slides goals, Instructors should set up achievable and appropriate challenges with the cones descend each track once they have laid it to satisfy themselves that the track is: Achievable and of an appropriate speed to rider ability	INSIG	
Board selection and set up.		• Each Adventurer will be issued with their own board which will be fitted to them. • Beginner rider's bindings should be loose enough to ensure easy foot removal in the event of a fall. Also take into consideration of shoe design (Velcro shoes sticking to bindings)	INSIG	

Equipment failure.		The Instructor will carry out the following pre use checks at the beginning of every ATB session:
		
		PPE will be checked to ensure:
		• There is no damage that prevents safe operation.
		• All plastic guards are secure.
		• Helmet foam inserts are present.
		• It is correctly fitted.
		
		Any PPE that is not serviceable should be marked Do Not use and placed in the Sin bin.
		
		ATB boards:
		• Nuts - cannot be undone by hand for all wheels, bindings and trucks.
		• Trucks
		  ○ Skate truck boards: Rubber dampeners are present on trucks.
		  ○ Spring truck boards: Springs are present.
		  ○ Truck does not show excessive movement or play.
		• Deck – No cracks or sharp edges or delamination (separation of board surfaces).
		• Bindings - Velcro operates correctly with no loose material.
		• Tyre pressures:
		  ○ Ensure dust caps are present on all valves.
		  ○ Squeeze test – Tyres should not be flat or too hard and must be even on all 4 tyres.
		  ○ Hard tyres will run quickly in dry conditions. Soft tyres will run slowly in wet conditions.
		  ○ If instructor inflates a tyre, the instructor is to check Psi. with a gauge to avoid over inflation (no greater than 20 Psi)
		  ○ If a board runs noticeably slower or faster than other boards on early tracks, pressures must be changed to ensure they are appropriate.
		  ○ Remember, pressures can be changed to make the session more achievable for adventurers.
		  ○ Any Board that is not serviceable should be marked Do Not use and placed in Sin bin area.
		
		Only trained board maintainers are to carry out any repair work or adjusting of nuts and fittings.
			INSIG	

Other adventurers		• Instructor to supervise the activity from the base of the hill so as to have the best session overview. • Riders to ascend the hill to the side of tracks. • 1 session at a time per slope	INSIG	

		• ATB boards and PPE will be subject to a recorded inspection by a competent person on a quarterly basis. Boards will be subject to a full service each year. Faulty equipment will be taken out of service for repair		
Faulty equipment		• All faulty equipment to be labeled and put on the faulty equipment	INSIG	

Date of Review	Name of person completing Risk Assessment	Position of Person completing Risk Assessment	Reviewers Signature
20.07.22	Ben maycock	Activity coordinator	b.maycok
21/07/2022	Lewis Campbell	Head of Centre	L.Campbell

WORST CASE LOSS

a. Fatality

b. Major Injury eg

- Fracture of the skull, spine or pelvis.
- Fracture of any bone in the arm or wrist but not in the hand, or in the leg but not in the foot.
- Amputation of a hand or foot or a finger, thumb or toe, or any part thereof if the joint or bone is completely severed.
- The loss of sight of an eye, penetrating injury to an eye or a chemical or hot metal burn to an eye.
- Injury or loss of consciousness resulting in either case from electric shock.
- Loss of consciousness resulting from absorption of any substance by inhalation, ingestion or through the skin.
- Acute illness requiring medical treatment where there is reason to believe that this resulted from exposure to a pathogen or infected material.

c. Minor Injury:

- Small cuts grazes or injuries requiring minor medical assistance / treatment.

d. Environmental/ Equipment Damage

LIKELIHOOD OF OCCURRENCE – (Given that Present Control Measures are In Place)

Likely	Occurs repeatedly / harm may be expected
Probable	Likely to occur several times
Possible	Could occur sometime
Remote	Unlikely, though conceivable
Improbable	So unlikely that the probability is close to zero

RISK LEVEL MATRIX

	Likelihood of Occurrence				
Worst Case Loss	Likely	Probable	Possible	Remote	Improbable
Fatality	SIG	SIG	SIG	MOD	INSIG
Major injury	SIG	SIG	MOD	INSIG	INSIG
Minor injury	MOD	MOD	INSIG	INSIG	INSIG
Environmental damage	MOD	INSIG	INSIG	INSIG	INSIG

Pond Cross Risk Assessment.

CFI Reference: RA16.6.6 Date of Creation: 10/06/2022 Creator: Lewis Campbell

HAZARD	WORST CASE LOSS	PRESENT CONTROL METHODS	RISK	Risk VS Benefit Analysis
Name Hazard Detail informing what it is that is likely to cause harm	Reference Risk Level matrix . Identify worst case loss of hazard without control measures	Bullet point control measures in place to control hazard • Bullet point 1 • Bullet point 2 • Bullet point 3	Reference Risk Level matrix . Identify new worst case loss of hazard with control measures	Identify how the new Risk level still benefits the scenario. EXAMPLE1: Risk of falling removed and is now a perceived risk adding to learning for participant EXAMPLE 2: Risk to electrocution lowered to acceptable level with new fuse trips
Adventurers getting rope burn	SIG	• All adventurers must be wearing gloves whilst using ropes.	INSIG	
Falling from height	SIG	• Adventurers will be spotted whilst mounting the apparatus	INSIG	
Poor lifting and pulling technique.	SIG	• Risk disclosure and demonstration by instructor on correct lifting and pulling technique.	INSIG	
Misuse of Equipment	SIG	• Instructor to ensure that the bosun's chair is correctly fitted to the adventurer and the apparatus. • Risk disclosure of the dangers of misuse of equipment • If adventurers are too large to fit in the harness, they should not be permitted to make the crossing.	INSIG	

Equipment failure.
(Non LOLER compliant improvised structure.)
	SIG	• All adventurers, the instructor and any observers inside the activity area must wear a helmet.
		• Instructor must carry out the checks detailed in the photos below at the appropriate moments within the session:
		  ○ **Tensioning pulley blocks**: Before use and once tensioned.
		  ○ **Shackle attached to crossing rope**: Before use and once tensioned.
		  ○ **Crossing pulley**: Pre-commitment check before EACH crossing.
		  ○ **Other apparatus**: During kit up and at beginning of each session.
		• Pond cross apparatus and PPE will be subject to a quarterly recorded inspection by a competent person. Faulty equipment will be marked and taken out of service for repair.
		• The result of an equipment failure during a crossing will be immersion in lake, recovery by throw line.
			MOD	

Trip Hazards/obstructions in the running area	SIG	• Instructor to ensure that there are no trip hazards or obstructions in the running area. ○ Eg. Rabbit holes or badger mounds	INSIG	
Drowning or entrapment in the water	SIG	• A throw line and rescue board should be immediately available for each Pond cross. • All adventurers will wear buoyancy aids	INSIG	

HAZARD	WORST CASE LOSS	PRESENT CONTROL METHODS	RISK	
Entrapment of hair or clothing in Bosun's Chair or 3 way pulley system	SIG	• Ensure all hair is tied back and loose clothing is tucked out of the way.	INSIG	
Attempting to cross at high speed	SIG	• Safety brief to disclose the importance of adventurers keeping their hands clear of all moving parts. • If puling themselves across, it is recommended that the adventurers' hands are on the rope behind the direction of travel. • A three-disc traffic light system is to be used at the crossing. Two discs will go the other side of the pond for slow down (Amber) and stop (Red). On the launch side a GO (Green) disk is to be shown before the person is pulled across the pond.	MOD	

Date of Review	Name of person completing Risk Assessment	Position of Person completing Risk Assessment	Reviewers Signature
21/07/2022	Ben Maycock	Activity Coordinator	B.Maycock
21/07/2022	Lewis Campbell	Head of Centre	L.Campbell

R-Clips holding bar in place on both sides of green frame.

- KIT UP
- BEGINNING OF SESSION

Rope secured around tree.

- KIT UP
- AT BEGINNING OF SESSION

Platform secure.

- KIT UP
- AT BEGINNING OF SESSION

Maillon undone

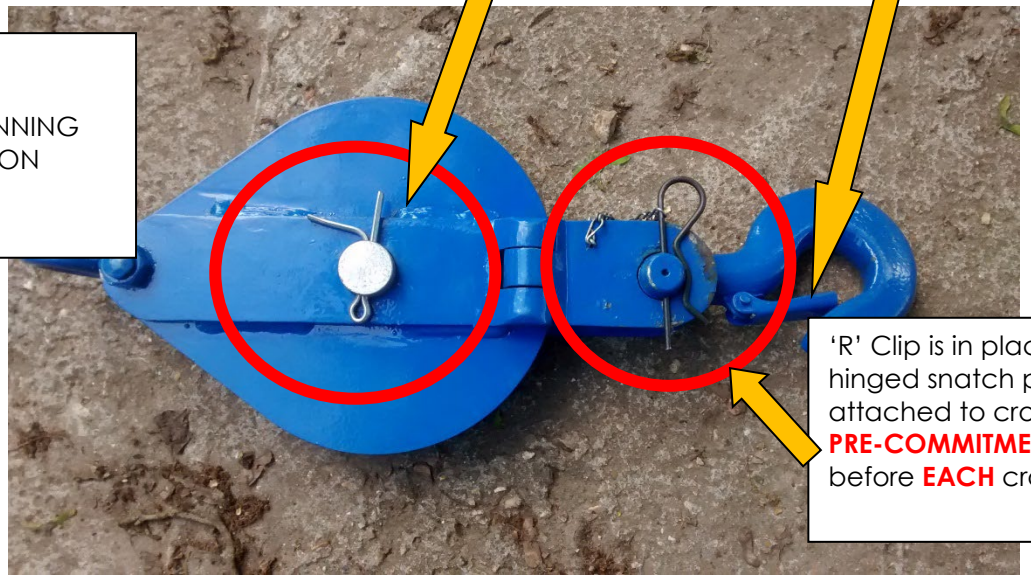
Ground anchors in good condition.

- KIT UP
- AT BEGINNING OF SESSION

Retaining clip is present and closed without obstruction.

Posts secure.

- KIT UP
- AT BEGINNING OF SESSION



'R' Clip is in place, retaining the hinged snatch plate once attached to crossing rope. **PRE-COMMITMENT CHECK** before **EACH** crossing.

WORST CASE LOSS

a. Fatality

b. Major Injury eg

- Fracture of the skull, spine or pelvis.
- Fracture of any bone in the arm or wrist but not in the hand, or in the leg but not in the foot.
- Amputation of a hand or foot or a finger, thumb or toe, or any part thereof if the joint or bone is completely severed.
- The loss of sight of an eye, penetrating injury to an eye or a chemical or hot metal burn to an eye.
- Injury or loss of consciousness resulting in either case from electric shock.
- Loss of consciousness resulting from absorption of any substance by inhalation, ingestion or through the skin.
- Acute illness requiring medical treatment where there is reason to believe that this resulted from exposure to a pathogen or infected material.

c. Minor Injury:

- Small cuts grazes or injuries requiring minor medical assistance / treatment.

d. Environmental/ Equipment Damage

LIKELIHOOD OF OCCURRENCE – (Given that Present Control Measures are In Place)

Likely	Occurs repeatedly / harm may be expected
Probable	Likely to occur several times
Possible	Could occur sometime
Remote	Unlikely, though conceivable
Improbable	So unlikely that the probability is close to zero

RISK LEVEL MATRIX

	Likelihood of Occurrence				
Worst Case Loss	Likely	Probable	Possible	Remote	Improbable
Fatality	SIG	SIG	SIG	MOD	INSIG
Major injury	SIG	SIG	MOD	INSIG	INSIG
Minor injury	MOD	MOD	INSIG	INSIG	INSIG
Environmental damage	MOD	INSIG	INSIG	INSIG	INSIG

SIG SIG= Significant Risk

MOD = Moderate risk

INSIG = Insignificant risk

Blocked Risk Assessment.

CFI Reference: RA16.6.8 Date of Creation: 25/03/2022 Creator: Ben Maycock

HAZARD	WORST CASE LOSS	PRESENT CONTROL METHODS	RISK	Risk VS Benefit Analysis
Name Hazard Detail informing what it is that is likely to cause harm	Reference Risk Level matrix . Identify worst case loss of hazard without control measures	Bullet point control measures in place to control hazard • Bullet point 1 • Bullet point 2 • Bullet point 3	Reference Risk Level matrix . Identify new worst case loss of hazard with control measures	Identify how the new Risk level still benefits the scenario. EXAMPLE1: Risk of falling removed and is now a perceived risk adding to learning for participant EXAMPLE 2: Risk to electrocution lowered to acceptable level with new fuse trips
Height	MOD	• Safety benefit to include risk disclosure of heights • Instructor to position themselves to best aid supporting the adventurers, who may require spotting or close supervision • Instructor adventurer ration will not exceed 1 to 10. But can run 1 to 20 adventurers with another competent instructor	INSIG	Due to the nature of the activity injuries may still occur
Uneven ground and wooden blocks	INSIG	• Uneven ground • Wooden blocks, be aware of who is around you • If wet, remind adventurers blocks will be slippery • Closed toe shoes to be worn • Venue for blocks should be in a wide open space with flat ground • Risk of standing on the edge of blocks	INSIG	Due to the nature of the activity injuries may still occur due to slips trips and falls
Equipment failure/misuse	INSIG	• Equipment will undergo visual inspection by an instructor prior to each use • Blocked apparatus will be subject to quarterly recorded inspections by a competent person. Faulty equipment will be marked and taken out of service to be repaired/replaced • Instructors are not to deviate from approved challenges/training plan • Only designated equipment and venues are to be used for blocked • Safety brief to include: An appropriate way of lifting, carrying and moving wooden equipment	INSIG	Due to the nature of the activity injuries may still occur due to lifting

Date of Review	Name of person completing Risk Assessment	Position of Person completing Risk Assessment	Reviewers Signature

25/03/22	Ben Maycock		
12/11/22	Ben Maycock	C4	

WORST CASE LOSS

a. Fatality

b. Major Injury eg

- Fracture of the skull, spine or pelvis.
- Fracture of any bone in the arm or wrist but not in the hand, or in the leg but not in the foot.
- Amputation of a hand or foot or a finger, thumb or toe, or any part thereof if the joint or bone is completely severed.
- The loss of sight of an eye, penetrating injury to an eye or a chemical or hot metal burn to an eye.
- Injury or loss of consciousness resulting in either case from electric shock.
- Loss of consciousness resulting from absorption of any substance by inhalation, ingestion or through the skin.
- Acute illness requiring medical treatment where there is reason to believe that this resulted from exposure to a pathogen or infected material.

c. Minor Injury:

- Small cuts grazes or injuries requiring minor medical assistance / treatment.

d. Environmental/ Equipment Damage

LIKELIHOOD OF OCCURRENCE – (Given that Present Control Measures are In Place)

Likely	Occurs repeatedly / harm may be expected
Probable	Likely to occur several times
Possible	Could occur sometime
Remote	Unlikely, though conceivable
Improbable	So unlikely that the probability is close to zero

RISK LEVEL MATRIX

	Likelihood of Occurrence				
Worst Case Loss	Likely	Probable	Possible	Remote	Improbable
Fatality	SIG	SIG	SIG	MOD	INSIG
Major injury	SIG	SIG	MOD	INSIG	INSIG
Minor injury	MOD	MOD	INSIG	INSIG	INSIG
Environmental damage	MOD	INSIG	INSIG	INSIG	INSIG

SIG SIG= Significant Risk

MOD = Moderate risk

INSIG = Insignificant risk

Bush Craft Risk Assessment.

CFI Reference: RA16.6.6 Date of Creation: 06/06/2022 Creator: Lewis Campbell

HAZARD	WORST CASE LOSS	PRESENT CONTROL METHODS	RISK	Risk VS Benefit Analysis
Name Hazard Detail informing what it is that is likely to cause harm	Reference Risk Level matrix . Identify worst case loss of hazard without control measures	Bullet point control measures in place to control hazard • Bullet point 1 • Bullet point 2 • Bullet point 3	Reference Risk Level matrix . Identify new worst case loss of hazard with control measures	Identify how the new Risk level still benefits the scenario. EXAMPLE1: Risk of falling removed and is now a perceived risk adding to learning for participant
Woodland Setting	SIG	• Risk disclosure to be included in safety briefing. • Activity area to be visually inspected for potential falling branches. • Instructor to set appropriate boundaries for adventurers.	INSIG	
Food Hygiene	MOD	• Food products will be stored in clean sealed containers with reference to use by dates. • Hand sanitiser to be made available when food stuff is used. • Food gloves to be worn when handling food. • Allergies to be checked, before any food is consumed. • All food equipment to be cleaned and checked before and after session.	INSIG	
Fire and fire lighting without matches.	SIG	• Long hair to be tied back. • Tassels, scarves and other dangly clothing to be removed. • Fire area clearly outlined by instructor to prevent accidental spreading of fire. • Camping stoves not to be moved when lit. • Adventurers should remain seated/kneeling when fire lighting is in progress. • Fire blankets, burns kit, and a foam Fire extinguisher is present at wild camp	INSIG	
Stove use	SIG	• Instructor explains safe use, demonstrate, and risk disclosure. • Hot metal mentioned in safety brief • Pan handles supplied and must be used. • Instructor close supervision	INSIG	
Encounters with wildlife	MOD	• Risk disclosure to include not touching or disturbing wildlife. • Appropriate clothing to be worn. • Medical check to include reactions to bites and stings	INSIG	
Rough and un-sanitised surfaces	MOD	• Adventurers must wash their hands after the session. • Hand sanitiser provided if necessary. • Open cuts on hands to be covered.	INSIG	

Improvised structures (where included in non-taster sessions)	SIG	• Risk disclosure to include:
		  ○ No adventurers to be underneath a structure before it has been surveyed by the instructor.
		  ○ Adventurers to be mindful of their proximity to other people when building.
		  ○ Adventurers not to be working underneath anyone else.
			INSIG	

Knife and tool use	SIG	• Instructor safe use demonstration and risk disclosure. "Safety triangle" concept to be used. • Instructor close supervision.	MOD	
Overnight bivouac – child protection	SIG	• 2 staff present of appropriate gender to adventurers positioned within earshot of the group.	INSIG	

Date of Review	Name of person completing Risk Assessment	Position of Person completing Risk Assessment	Reviewers Signature
24/01/2023	Laura Burns	Activity Coordinator	l.burns
21/07/2022	Lewis Campbell	Head of Centre	L.Campbell

WORST CASE LOSS

a. Fatality

b. Major Injury eg

- Fracture of the skull, spine or pelvis.
- Fracture of any bone in the arm or wrist but not in the hand, or in the leg but not in the foot.
- Amputation of a hand or foot or a finger, thumb or toe, or any part thereof if the joint or bone is completely severed.
- The loss of sight of an eye, penetrating injury to an eye or a chemical or hot metal burn to an eye.
- Injury or loss of consciousness resulting in either case from electric shock.
- Loss of consciousness resulting from absorption of any substance by inhalation, ingestion or through the skin.
- Acute illness requiring medical treatment where there is reason to believe that this resulted from exposure to a pathogen or infected material.

c. Minor Injury:

- Small cuts grazes or injuries requiring minor medical assistance / treatment.

d. Environmental/ Equipment Damage

LIKELIHOOD OF OCCURRENCE – (Given that Present Control Measures are In Place)

Likely	Occurs repeatedly / harm may be expected
Probable	Likely to occur several times
Possible	Could occur sometime
Remote	Unlikely, though conceivable
Improbable	So unlikely that the probability is close to zero

RISK LEVEL MATRIX

	Likelihood of Occurrence				
Worst Case Loss	Likely	Probable	Possible	Remote	Improbable
Fatality	SIG	SIG	SIG	MOD	INSIG
Major injury	SIG	SIG	MOD	INSIG	INSIG
Minor injury	MOD	MOD	INSIG	INSIG	INSIG
Environmental damage	MOD	INSIG	INSIG	INSIG	INSIG

SIG SIG= Significant Risk

MOD = Moderate risk

INSIG = Insignificant risk

Orienteering Risk Assessment.

CFI Reference: RA16.6.6 Date of Creation: 06/06/2022 Creator: Lewis Campbell

HAZARD	WORST CASE LOSS	PRESENT CONTROL METHODS	RISK	Risk VS Benefit Analysis
Name Hazard Detail informing what it is that is likely to cause harm	Reference Risk Level matrix . Identify worst case loss of hazard without control measures	Bullet point control measures in place to control hazard • Bullet point 1 • Bullet point 2 • Bullet point 3	Reference Risk Level matrix . Identify new worst case loss of hazard with control measures	Identify how the new Risk level still benefits the scenario. EXAMPLE1: Risk of falling removed and is now a perceived risk adding to learning for participant EXAMPLE 2: Risk to electrocution lowered to acceptable level with new fuse trips
Uneven ground.	MOD	• Risk disclosure regarding rough ground and out of bounds areas will be included in the safety briefing.	INSIG	
Insufficient supervision.	SIG	• Maximum Instructor to adventurer ratio 1 to 20.	INSIG	

Adventurers becoming lost.	SIG	• Safety briefing to include:
		  ○ Location of control point and instructor.
		  ○ Time of return to control point.
		  ○ Any recall signal that will be used.
		  ○ Action in the event of an emergency or other incident.
		  ○ Out of bounds areas.
		• The instructor should ensure that they have a system in place for checking the whereabouts of their groups and to ensure that they maintain a regular head count during their session.
		  ○ Write down team names and the names of the adventurers in each group.
		  ○ Write down the times each group has left you and where they are going.
		  ○ Ensure that a session finishes with a group debrief – this will ensure your group is all there when you finish.
		• For multiple sessions, the designated control point instructor should be within visual distance of the agreed control point. Subsequent instructors should be mobile around the course to assist and coach adventurers.
		• For offsite sessions groups to be issued with a whistle.
			MOD	

Course design and layout	SIG	• Control points will be placed away from vehicle routes and Stubbers boundaries. • Safety brief to include disclosure to adventurers of session boundaries. • Courses will be set for age suitability by appropriately experience and competent staff	INSIG	

Date of Review	Name of person completing Risk Assessment	Position of Person completing Risk Assessment	Reviewers Signature
6th June 22	Ben Maycock	Active coordinator	b. maycock
21/07/2022	Lewis Campbell	Head of Centre	L.Campbell

WORST CASE LOSS

a. Fatality

b. Major Injury eg

- Fracture of the skull, spine or pelvis.
- Fracture of any bone in the arm or wrist but not in the hand, or in the leg but not in the foot.
- Amputation of a hand or foot or a finger, thumb or toe, or any part thereof if the joint or bone is completely severed.
- The loss of sight of an eye, penetrating injury to an eye or a chemical or hot metal burn to an eye.
- Injury or loss of consciousness resulting in either case from electric shock.
- Loss of consciousness resulting from absorption of any substance by inhalation, ingestion or through the skin.
- Acute illness requiring medical treatment where there is reason to believe that this resulted from exposure to a pathogen or infected material.

c. Minor Injury:

- Small cuts grazes or injuries requiring minor medical assistance / treatment.

d. Environmental/ Equipment Damage

LIKELIHOOD OF OCCURRENCE – (Given that Present Control Measures are In Place)

Likely	Occurs repeatedly / harm may be expected
Probable	Likely to occur several times
Possible	Could occur sometime
Remote	Unlikely, though conceivable
Improbable	So unlikely that the probability is close to zero

RISK LEVEL MATRIX

	Likelihood of Occurrence				
Worst Case Loss	Likely	Probable	Possible	Remote	Improbable
Fatality	SIG	SIG	SIG	MOD	INSIG
Major injury	SIG	SIG	MOD	INSIG	INSIG
Minor injury	MOD	MOD	INSIG	INSIG	INSIG
Environmental damage	MOD	INSIG	INSIG	INSIG	INSIG

SIG SIG= Significant Risk

MOD = Moderate risk

INSIG = Insignificant risk

Pioneering Risk Assessment.

CFI Reference: RA16.6.6 Date of Creation: 06/06/2022 Creator: Lewis Campbell

HAZARD	WORST CASE LOSS	PRESENT CONTROL METHODS	RISK	Risk VS Benefit Analysis
Name Hazard Detail informing what it is that is likely to cause harm	Reference Risk Level matrix . Identify worst case loss of hazard without control measures	Bullet point control measures in place to control hazard • Bullet point 1 • Bullet point 2 • Bullet point 3	Reference Risk Level matrix . Identify new worst case loss of hazard with control measures	Identify how the new Risk level still benefits the scenario. EXAMPLE1: Risk of falling removed and is now a perceived risk adding to learning for participant EXAMPLE 2: Risk to electrocution lowered to acceptable level with new fuse trips

Wooden poles	MOD	• Safety briefing to include:
		  ○ Proper lifting techniques.
		  ○ 2 people per pole.
		• Instructor positioned to maximise observation.
		• For the A-Frame challenge Guy ropes should be long enough so as to not risk crushing adventurers should the structure fall over.
		• The final progression of an A-frame challenge is for an adventurer to be on the A-frame – this should only happen if the group have proved competence and confidence.
			INSIG	

Uneven ground	SIG	• Safety briefing to include:
		  ○ Uneven ground disclosure.
		  ○ Potential obstacles on the ground. “Look where you are going”.
			INSIG	

Structure collapse	SIG	• Continuous monitoring of structure and close inspection prior to loading. • Gradual loading and unloading to aid stability.	INSIG	
Equipment failure	SIG	• All equipment will be subject to a visual inspection prior to use. Faulty items will be taken out of service and reported.	INSIG	
Moving parts	SIG	• Risk disclosure to mention entrapment and monitoring to make sure extremities are positioned in a safe place	INSIG	

Date of Review	Name of person completing Risk Assessment	Position of Person completing Risk Assessment	Reviewers Signature
6th June 22	Ben Maycock	Active coordinator	b. maycock
21/07/2022	Lewis Campbell	Head of Centre	L.Campbell

WORST CASE LOSS

a. Fatality

b. Major Injury eg

- Fracture of the skull, spine or pelvis.
- Fracture of any bone in the arm or wrist but not in the hand, or in the leg but not in the foot.
- Amputation of a hand or foot or a finger, thumb or toe, or any part thereof if the joint or bone is completely severed.
- The loss of sight of an eye, penetrating injury to an eye or a chemical or hot metal burn to an eye.
- Injury or loss of consciousness resulting in either case from electric shock.
- Loss of consciousness resulting from absorption of any substance by inhalation, ingestion or through the skin.
- Acute illness requiring medical treatment where there is reason to believe that this resulted from exposure to a pathogen or infected material.

c. Minor Injury:

- Small cuts grazes or injuries requiring minor medical assistance / treatment.

d. Environmental/ Equipment Damage

LIKELIHOOD OF OCCURRENCE – (Given that Present Control Measures are In Place)

Likely	Occurs repeatedly / harm may be expected
Probable	Likely to occur several times
Possible	Could occur sometime
Remote	Unlikely, though conceivable
Improbable	So unlikely that the probability is close to zero

RISK LEVEL MATRIX

	Likelihood of Occurrence				
Worst Case Loss	Likely	Probable	Possible	Remote	Improbable
Fatality	SIG	SIG	SIG	MOD	INSIG
Major injury	SIG	SIG	MOD	INSIG	INSIG
Minor injury	MOD	MOD	INSIG	INSIG	INSIG
Environmental damage	MOD	INSIG	INSIG	INSIG	INSIG

SIG SIG= Significant Risk

MOD = Moderate risk

INSIG = Insignificant risk

Woodland Construction Risk Assessment.

CFI Reference: RA 16.6.6. Date of Creation: 13/11/2022 Creator: Lewis Campbell

HAZARD	WORST CASE LOSS	PRESENT CONTROL METHODS	RISK	Risk VS Benefit Analysis
Name Hazard Detail informing what it is that is likely to cause harm	Reference Risk Level matrix . Identify worst case loss of hazard without control measures	Bullet point control measures in place to control hazard • Bullet point 1 • Bullet point 2 • Bullet point 3	Reference Risk Level matrix . Identify new worst case loss of hazard with control measures	Identify how the new Risk level still benefits the scenario. EXAMPLE1: Risk of falling removed and is now a perceived risk adding to learning for participant EXAMPLE 2: Risk to electrocution lowered to acceptable level with new fuse trips
Woodland Setting	SIG	• Risk disclosure to be included in safety briefing • Activity area to be visually inspected for potential fallen branches. • Instructor to set appropriate boundaries for adventures. • Berries and wild plants- not to be eaten. • No screws or nails to be put into trees	INSIG	
Encounters with wildlife	MOD	• Risk disclosure to include not touching or disturbing wildlife. • Appropriate clothing to be worn. • Medical check to include reactions to stings and bites.	INSIG	
Working at Height	SIG	• Risk disclosure to include being aware and not climbing to high. • Platform height 1.8 meters, unprotected. • Nothing to fall on within 2 meters.	INSIG	
Knife and Hand Tool use	SIG	• Risk disclosure and tool box talk • Safety equipment • Other children out of the way • L1 supervision for younger adventures L2 for older. • Tools not to be left lying around when not in use, return to tool box. • All tools checked back into tool box before group leave.	MOD	
Power Tools	SIG	• Risk disclosure and tool box talk. • All hands on the handles. • Loose Clothing and jewelry, removed or tucked away • L1 supervision for younger adventures L2 for older. • Tools not to be left lying around when not in use, return to tool box. • All tools checked back into tool box before group leave.	INSIG	
Unsafe Structures	SIG	• Instructor to check structures prior to session. • Dynamic risk assessment carried out throughout session. • Risk disclosure to include, instructor to check before any adventures play in/on structure.	INSIG	
Splinters and protruding sharps	MOD	• Instructor to check structure prior to session. • Dynamic risk assessment carried out throughout session • Risk disclosure to adventures to including protruding screws and nails. • Instructor to be aware of what is being built throughout.	INSIG	

Date of Review	Name of person completing Risk Assessment	Position of Person completing Risk Assessment	Reviewers Signature
13/11/2022	Laura Burns	Activity Instructor	L.Burns
14/11/2022	Ben Maycock	Chief Instructor	B.Maycock

WORST CASE LOSS

a. Fatality

b. Major Injury eg

- Fracture of the skull, spine or pelvis.
- Fracture of any bone in the arm or wrist but not in the hand, or in the leg but not in the foot.
- Amputation of a hand or foot or a finger, thumb or toe, or any part thereof if the joint or bone is completely severed.
- The loss of sight of an eye, penetrating injury to an eye or a chemical or hot metal burn to an eye.
- Injury or loss of consciousness resulting in either case from electric shock.
- Loss of consciousness resulting from absorption of any substance by inhalation, ingestion or through the skin.
- Acute illness requiring medical treatment where there is reason to believe that this resulted from exposure to a pathogen or infected material.

c. Minor Injury:

- Small cuts grazes or injuries requiring minor medical assistance / treatment.

d. Environmental/ Equipment Damage

LIKELIHOOD OF OCCURRENCE – (Given that Present Control Measures are In Place)

Likely	Occurs repeatedly / harm may be expected
Probable	Likely to occur several times
Possible	Could occur sometime
Remote	Unlikely, though conceivable
Improbable	So unlikely that the probability is close to zero

RISK LEVEL MATRIX

	Likelihood of Occurrence				
Worst Case Loss	Likely	Probable	Possible	Remote	Improbable
Fatality	SIG	SIG	SIG	MOD	INSIG
Major injury	SIG	SIG	MOD	INSIG	INSIG
Minor injury	MOD	MOD	INSIG	INSIG	INSIG
Environmental damage	MOD	INSIG	INSIG	INSIG	INSIG

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Earth Adventure Risk Assessment.

CFI Reference: RA 16.6.5 Date of Creation: 10/06/2022 Creator: Henry Sneath and Karine Aebi

HAZARD	WORST CASE LOSS	PRESENT CONTROL METHODS	RISK	Risk VS Benefit Analysis
Slip, Trips and Falls	SIG	• Trip hazards to be mentioned to adventures before setting off	UNSIG	Adventures learn that woodland settings can cause harm and how to minimise this risk
Flora and Fauna	SIG	Adventures to be made aware of plants around them that may hurt them. E.g., nettles and brambles Safety briefing to include: 1. Where main areas are 2. Not to disturb bird box and be careful around it 3. What might be in bug hotel	UNSIG	Adventures learn about benefits of fauna but also that at times can be dangerous
Group control and lose of adventure	SIG	To stay with the groups and if there to go round on their own, they must stay in groups of 3 plus	UNSIG	
Outdoor Classroom	SIG	• Adventures to be informed to sit down properly on chairs • Adventures to walk towards table • Adventures not to sit on table or stand on seats • Adventures to be aware to the possibility of splinters	UNSIG	Adventures learn to approach things safely and ask for help if needed

Use of Scissors	SIG	• Scissors to be split 1 between 2 • Leader to be in view of anyone using scissors • Scissors to be visibly on table when not in use and to be out of site when not required	UNSIG	Adventurers learn to safely use scissors

Date of Review	Name of person completing Risk Assessment	Position of Person completing Risk Assessment	Reviewers Signature
12th July 2022	Ben Maycock	Activity coordinator	b.maycock
21/07/2022	Lewis Campbell	Head of Centre	L.Campbell

WORST CASE LOSS

a. Fatality

b. Major Injury eg

- Fracture of the skull, spine or pelvis.
- Fracture of any bone in the arm or wrist but not in the hand, or in the leg but not in the foot.
- Amputation of a hand or foot or a finger, thumb or toe, or any part thereof if the joint or bone is completely severed.
- The loss of sight of an eye, penetrating injury to an eye or a chemical or hot metal burn to an eye.
- Injury or loss of consciousness resulting in either case from electric shock.
- Loss of consciousness resulting from absorption of any substance by inhalation, ingestion or through the skin.
- Acute illness requiring medical treatment where there is reason to believe that this resulted from exposure to a pathogen or infected material.

c. Minor Injury:

- Small cuts grazes or injuries requiring minor medical assistance / treatment.

d. Environmental/ Equipment Damage

LIKELIHOOD OF OCCURRENCE – (Given that Present Control Measures are In Place)

Likely	Occurs repeatedly / harm may be expected
Probable	Likely to occur several times
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RISK LEVEL MATRIX

	Likelihood of Occurrence				
Worst Case Loss	Likely	Probable	Possible	Remote	Improbable
Fatality	SIG	SIG	SIG	MOD	INSIG
Major injury	SIG	SIG	MOD	INSIG	INSIG
Minor injury	MOD	MOD	INSIG	INSIG	INSIG
Environmental damage	MOD	INSIG	INSIG	INSIG	INSIG

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Night Navigation Risk Assessment.

CFI Reference: RA16.6.6 Date of Creation: 05/06/2022 Creator: Henry Sneath

HAZARD	WORST CASE LOSS	PRESENT CONTROL METHODS	RISK	Risk VS Benefit Analysis
Name Hazard Detail informing what it is that is likely to cause harm	Reference Risk Level matrix . Identify worst case loss of hazard without control measures	Bullet point control measures in place to control hazard • Bullet point 1 • Bullet point 2 • Bullet point 3	Reference Risk Level matrix . Identify new worst case loss of hazard with control measures	Identify how the new Risk level still benefits the scenario. EXAMPLE1: Risk of falling removed and is now a perceived risk adding to learning for participant
Slips, trips, and falls	MOD- Group member falls and ambulance/ hospital required	• Instructor to inform group of risk of falling and hazards to look out for. E.g., ruts, tree roots, rabbit holes and ditches • On route back place adults at check points and have main leader following behind • Leader to carry first aid kit	insig	Adventurers learn to be aware of surroundings and to observe risks
Lost Person	INSIG- Person lost with no way to contact	• Everyone to wear high visibility jackets • Use a roll call system for all participants and use at the check points	Insig	Adventures learn to be independence and to find their own way back to the start
The Public (potentially with dogs)	INSIG- Stranger attacks person	• Group to stay together as much as possible • No child to be left unattended • Dogs and other animals to be left alone	insig	Adventurers learn to stay with known people and to remain as a group
Wild Animals	INSIG- Wild animal attacks/ charges	• Animals to be left alone if seen • Walk wide and stay away when necessary	Insig	Adventures to be aware of animals when off site and learn to leave them alone and safely move past

Date of Review	Name of person completing Risk Assessment	Position of Person completing Risk Assessment	Reviewers Signature
21.07.22	Ben maycock	Activity coordinator	b.maycock

WORST CASE LOSS

a. Fatality

b. Major Injury eg

- Fracture of the skull, spine or pelvis.
- Fracture of any bone in the arm or wrist but not in the hand, or in the leg but not in the foot.
- Amputation of a hand or foot or a finger, thumb or toe, or any part thereof if the joint or bone is completely severed.
- The loss of sight of an eye, penetrating injury to an eye or a chemical or hot metal burn to an eye.
- Injury or loss of consciousness resulting in either case from electric shock.
- Loss of consciousness resulting from absorption of any substance by inhalation, ingestion or through the skin.
- Acute illness requiring medical treatment where there is reason to believe that this resulted from exposure to a pathogen or infected material.

c. Minor Injury:

- Small cuts grazes or injuries requiring minor medical assistance / treatment.

d. Environmental/ Equipment Damage

LIKELIHOOD OF OCCURRENCE – (Given that Present Control Measures are In Place)

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RISK LEVEL MATRIX

	Likelihood of Occurrence				
Worst Case Loss	Likely	Probable	Possible	Remote	Improbable
Fatality	SIG	SIG	SIG	MOD	INSIG
Major injury	SIG	SIG	MOD	INSIG	INSIG
Minor injury	MOD	MOD	INSIG	INSIG	INSIG
Environmental damage	MOD	INSIG	INSIG	INSIG	INSIG

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Motorsports Generic Risk Assessment.

CFI Reference: RA16.6.4 Date of Creation: 13/06/2022 Creator: Lewis Campbell

HAZARD	WORST CASE LOSS	PRESENT CONTROL METHODS	RISK	Risk VS Benefit Analysis
Name Hazard Detail informing what it is that is likely to cause harm	Reference Risk Level matrix . Identify worst case loss of hazard without control measures	Bullet point control measures in place to control hazard • Bullet point 1 • Bullet point 2 • Bullet point 3	Reference Risk Level matrix . Identify new worst case loss of hazard with control measures	Identify how the new Risk level still benefits the scenario. EXAMPLE1: Risk of falling removed and is now a perceived risk adding to learning for participant EXAMPLE 2: Risk to electrocution lowered to acceptable level with new fuse trips
Access to vehicles and trailers	SIG	• All vehicles stored in locked location. • Vehicles stored in the Yard are behind at least 2 locked gates and is a non activity based area of the site. • Vehicles stored in the Boatshed are secured through padlocked doors, coded doors and 1 door is alarmed. • Codes and Keys to doors are only provided to trained members of staff who require them. • Keys to vehicles are stored in a key safe near where vehicles are parked. • Assistants who are under 18 are to be closely supervised when required to be in boat shed, workshop areas or boat shed yard when equipment is being moved, cleaned of refuelled. • Adult adventurers may require access to the stores as part of a training course. In this case they will be supervised by their instructor	INSIG	
Access to fuel	SIG	• All Fuel is stored in a fuel container separate from the where the vehicles are stored • Fuel Container is locked and the key is stored in a key safe on location of vehicle storage	INSIG	
Refuelling vehicles	SIG	• This is only done in well ventilated areas, away from the public and sources of ignition.	INSIG	

Vehicle Failure
(Activity based vehicles)
		• Routine inspection and maintenance carried out.
		• Pre-Session checks by Instructor to including:
		  ○ Obvious damage.
		  ○ Wheel nuts.
		  ○ Tires.
		  ○ Steering.
		  ○ Clutch (if fitted).
		  ○ Seatbelts
		  ○ Brakes.
		  ○ Fluid levels.
		  ○ Engine cut out switch.
		  ○ Bungs(water craft)
		• Defective vehicles are marked and taken out of service and faults reported and recorded.
			INSIG	

HAZARD	WORST CASE LOSS	PRESENT CONTROL METHODS	RISK	

Moving vehicle/Trailor – Pedestrians / Staff.		• Pedestrians have right of way
		• Hi visibility vest are worn:
		  ○ Recovery and towing.
		  ○ While conducting significant vehicle movements in the yard or other area.
		  ○ Any other situation where visibility of a person may be an issue.
		• When moving Trailor without vehicular assistance this is always done with 2 or more people. Where possible trailers are moved with at times where there are minimal numbers of pedestrians.
		• On site vehicle speed limit is set to 10mph unless in designated activity area.
			INSIG	

Date of Review	Name of person completing Risk Assessment	Position of Person completing Risk Assessment	Reviewers Signature
13/06/2022	Lewis Campbell	Head of Centre	L.Campbell
09.09.2022	Ben Maycock	Chief Instructor	B.Maycock

WORST CASE LOSS

a. Fatality

b. Major Injury eg

- Fracture of the skull, spine or pelvis.
- Fracture of any bone in the arm or wrist but not in the hand, or in the leg but not in the foot.
- Amputation of a hand or foot or a finger, thumb or toe, or any part thereof if the joint or bone is completely severed.
- The loss of sight of an eye, penetrating injury to an eye or a chemical or hot metal burn to an eye.
- Injury or loss of consciousness resulting in either case from electric shock.
- Loss of consciousness resulting from absorption of any substance by inhalation, ingestion or through the skin.
- Acute illness requiring medical treatment where there is reason to believe that this resulted from exposure to a pathogen or infected material.

c. Minor Injury:

- Small cuts grazes or injuries requiring minor medical assistance / treatment.

d. Environmental/ Equipment Damage

LIKELIHOOD OF OCCURRENCE – (Given that Present Control Measures are In Place)

Likely	Occurs repeatedly / harm may be expected
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Possible	Could occur sometime
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RISK LEVEL MATRIX

	Likelihood of Occurrence				
Worst Case Loss	Likely	Probable	Possible	Remote	Improbable
Fatality	SIG	SIG	SIG	MOD	INSIG
Major injury	SIG	SIG	MOD	INSIG	INSIG
Minor injury	MOD	MOD	INSIG	INSIG	INSIG
Environmental damage	MOD	INSIG	INSIG	INSIG	INSIG

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4x4s Risk Assessment.

CFI Reference: RA16.6.8 Date of Creation: 13/06/2022 Creator: Lewis Campbell

HAZARD	WORST CASE LOSS	PRESENT CONTROL METHODS	RISK	Risk VS Benefit Analysis
Name Hazard Detail informing what it is that is likely to cause harm	Reference Risk Level matrix . Identify worst case loss of hazard without control measures	Bullet point control measures in place to control hazard • Bullet point 1 • Bullet point 2 • Bullet point 3	Reference Risk Level matrix . Identify new worst case loss of hazard with control measures	Identify how the new Risk level still benefits the scenario. EXAMPLE1: Risk of falling removed and is now a perceived risk adding to learning for participant
Vehicle Collision	SIG	• Introductory Sessions - Instructors will hold a full driving license and will have completed the in house 4x4 training. • Intermediate and Advance Sessions – in addition to the above, Instructor will have attended the BORDA / NORTO / LANTRA Higher Driving Course with vehicle recovery module. • Safe distance between vehicles relevant to the speed, skill of the driver and the track conditions with Instructor observation in case of sudden stop. • Constant all round observation and anticipation by instructor. • All Adventurers to be constantly monitored. • Vehicles fitted with engine cut out switch and dual controls. (This condition may be relaxed when working with qualified drivers). • Where fitted, seat belts will be worn. • All doors will be closed prior to moving off. • Session conducted in designated areas only. • Basic session to be progressed through the following 5 steps 1. 5 correct start stops in a straight line. 2. Basic cornering. 3. Linked corners. 4. Different terrain including small hills. 5. Medium sized hill (low risk of tipping or side slipping) ascent and descent.	INSIG	
Undulating ground including hills.	SIG	• Safety briefing to include risk disclosure of head position in relation to interior walls. • Driving speed matched to terrain. • Safety brief to include risk disclosure of slippery and undulating ground under foot. • Driver changeovers to consider ground level and conditions for walking.	INSIG	
Towing and recovery.	SIG	• Before recovery or towing takes place, the following must be met: ○ Duty Activity Coordinator Assistance requested. ○ Vehicle recovery will be led by a BORDA / NORTO higher qualified driver who has completed training in Towing and recovery. ○ Instructors must use approved recovery equipment. ○ All Adventurers and Leaders to stand well clear of vehicles. ○ No passengers are to be carried in either vehicle during towing.	INSIG	

HAZARD	WORST CASE LOSS	PRESENT CONTROL METHODS	RISK	

Weather and environmental conditions	SIG	• Instructors to be mindful of the significant effect weather will have on the traction available on each track surface and choose their routes accordingly.
		• Weather briefing given out at morning meeting each day
		• Instructors trained on the principles of:
		  ○ If you can't walk up it, you can't drive up it!
		  ○ Don't let the adventurer drive into a situation that you don't have the competence to drive out of.
		  ○ Be aware of the damage you will do driving on tracks in wet conditions.
			INSIG	

Date of Review	Name of person completing Risk Assessment	Position of Person completing Risk Assessment	Reviewers Signature
13/06/2022	Lewis Campbell	Head of Centre	L.Campbell
09.09.2022	Ben Maycock	Chief Instructor	B.Maycock

WORST CASE LOSS

a. Fatality

b. Major Injury eg

- Fracture of the skull, spine or pelvis.
- Fracture of any bone in the arm or wrist but not in the hand, or in the leg but not in the foot.
- Amputation of a hand or foot or a finger, thumb or toe, or any part thereof if the joint or bone is completely severed.
- The loss of sight of an eye, penetrating injury to an eye or a chemical or hot metal burn to an eye.
- Injury or loss of consciousness resulting in either case from electric shock.
- Loss of consciousness resulting from absorption of any substance by inhalation, ingestion or through the skin.
- Acute illness requiring medical treatment where there is reason to believe that this resulted from exposure to a pathogen or infected material.

c. Minor Injury:

- Small cuts grazes or injuries requiring minor medical assistance / treatment.

d. Environmental/ Equipment Damage

LIKELIHOOD OF OCCURRENCE – (Given that Present Control Measures are In Place)

Likely	Occurs repeatedly / harm may be expected
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RISK LEVEL MATRIX

	Likelihood of Occurrence				
Worst Case Loss	Likely	Probable	Possible	Remote	Improbable
Fatality	SIG	SIG	SIG	MOD	INSIG
Major injury	SIG	SIG	MOD	INSIG	INSIG
Minor injury	MOD	MOD	INSIG	INSIG	INSIG
Environmental damage	MOD	INSIG	INSIG	INSIG	INSIG

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Powered craft Risk Assessment.

CFI Reference: RA16.6.4 Date of Creation: 06/04/2022 Creator: Lewis Campbell

HAZARD	WORST CASE LOSS	PRESENT CONTROL METHODS	RISK	Risk VS Benefit Analysis
Name Hazard Detail informing what it is that is likely to cause harm	Reference Risk Level matrix . Identify worst case loss of hazard without control measures	Bullet point control measures in place to control hazard • Bullet point 1 • Bullet point 2 • Bullet point 3	Reference Risk Level matrix . Identify new worst case loss of hazard with control measures	Identify how the new Risk level still benefits the scenario. EXAMPLE1: Risk of falling removed and is now a perceived risk adding to learning for participant EXAMPLE 2: Risk to electrocution lowered to acceptable level with new fuse trips
Craft capsizing	SIG	• Bungs checked pre session to ensure inside of hull is clear of water before each session. • Instructor must have received site specific training in craft limitations and methods to prevent capsizing prior to running a session • In the event of a Jet ski capsize: o Instructor to switch off engine immediately. o Right the Jet Ski referring to capsize procedure on the label on the stern. o Instructor to climb aboard. o Assist adventurers back aboard. o Visually and verbally check adventurers for injury. o Make a radio call to D1/management and make aware you have capsized/rolled ski. o Restart the ski and get it back to the jetty.	INSIG	
Collision with another craft	SIG	• Instructors to maintain a good lookout and safe speed demonstrating awareness of other water users. • Jet Ski's (due to their directional drive) will be pointed towards clear/safe water prior to starting the engine. • All powered craft will be fitted with an engine cut out switch which should be used correctly at all times. Lanyard must remain attached to the instructor. o (Unless on PWPC, PB2 or Safety Boat course where it will be attached to the helm.) • Function tests of kill cords to be done at kit up, start of each session and every time a new driver uses the PB or Jet Ski. • Maximum numbers that are permitted on any craft should not be exceeded including inflatables. • Maximum number of craft in use at any one time to not exceed 4. o Exception: Where authorized by appropriate Manager, Managers engaged in training and observation may utilize a 5th craft after fully briefing Lake Users. • All passengers to remain seated at all times.	INSIG	

HAZARD	WORST CASE LOSS	PRESENT CONTROL METHODS	RISK	

		• Jet Ski Instructor to be in control of the craft during coming alongside and leaving pontoons with controls guarded. Balance and keeping feet on board to be briefed by Instructor.
		• When towing from a Jet Ski a spotter may be used but is not a requirement.
		• Before being signed off as competent for towing, Instructors should demonstrate unconscious competency in their driving ability.
		• Skiing / Wakeboarding behind Powerboat: Driver + Spotter required (driver only for competent adults when no other vessel on the lake)
		• When towing, a regular head count should be maintained to confirm there are no person overboard (POB). As a minimum, head counts should be undertaken as per Fig 2 below.
		• A maximum of 3 towing craft allowed on the lake at any time. Only 1 towing craft permitted in each of the numbered zones (1,2 and 3) (See Fig 2)
		• No planning in Zone 1. (See Fig 2)
		• Instructor to Adventurer ratio for courses must not be exceeded.
		  ○ PWC 1:6 (maximum 3 PW's, 2 riders per PW)
		  ○ PB 1:3 (The instructor should usually be in the boat with their students for the duration of the course.)
		  ○ Safety boat 1:6 (2 craft)
		• When picking up POB, recovery to be as per RYA MOB training guidelines under slow speed.		

Engine Failure	SIG	• The fuel tank and battery (if fitted) will be adequately secured. Outboard engines should be securely attached ideally with additional bolts through the transom. • The instructor must know the correct capsize procedure for PW.		
Entanglement of Towline in propellers, water intakes, or outlets	SIG	• Engine switched off when recovering POB's. • Instructor to check that towline is not snagged prior to and during the tow. • Instructor to take extra care when maneuvering close to an inflatable. • Towing boat not to cross the tow line or loop towline around swimmers • Instructor to carry a knife. If rope cut is required. • Knives provided in all water motor vehicles.		
Entanglement, entrapment, or injury of participants in propellers, water intakes, or outlets		• Engine switched off when recovering POB's. • Boarding craft or inflatable is done under the direction and supervision of qualified person helming the craft.		
Getting stuck in shallow water	SIG	• Shallows are to be avoided. For towing sessions risk disclosure to include the dangers of jumping into shallow water.		
Instructor falls out of the craft	SIG	• For Jet skis, the kill cord can be fitted to a shoulder of a PFD or the upper thigh. • For Powerboat use, the Kill cord should only be attached to the upper thigh as recommended by the RYA.		
Person/s falling overboard	SIG	• Helm to regularly head count participants in the craft or on the towing inflatable. (See Fig 2) • On POB: ○ Instructor signals that they have Adventurers in the water with a raised hand, (Adventurers to copy to aid visibility)	INSIG	

HAZARD	WORST CASE LOSS	PRESENT CONTROL METHODS	RISK	
		○ Other staff on the Lake acknowledge POB by also raising their hand and making any required alterations to course and speed to prevent collision. ○ Position the Banana upwind to float to the Adventurers. ○ Board the Banana to assist speedy recovery of Adventurers from the water. ○ Visually and verbally check Adventurers for injury. **IF participant falls of and does not raise their hand:** ○ Helm will identify this in regular headcounts or participants pointing the situation out. ○ Perform a visual sweep off towing path identifying swimmer in the water ○ Treat situation as person in distress and respond accordingly with urgency. ○ Engine switched off when recovering POB's		
Fire	SIG	• Refueling to be done on land away from the water and outside in well ventilated areas. • Powerboat will have a powder fire extinguisher secured in within reach of the driver • Safety boat to carry accessible powder fire extinguisher. • Coys' Lake hut to have Foam Fire Extinguisher available. • Boat house storage shed to contain powder or foam fire extinguishers at appropriate exits.		
Generic water based activity hazards that pertain to this Risk assessment are also assessed in RA16.6.1 Water Based Activities				

Date of Review	Name of person completing Risk Assessment	Position of Person completing Risk Assessment	Reviewers Signature
06/09/2022	Lewis Campbell	Head of Centre	L.Campbell
06/09/2022	Tony Illidge	Activity Co-Ordinator	T.Illidge

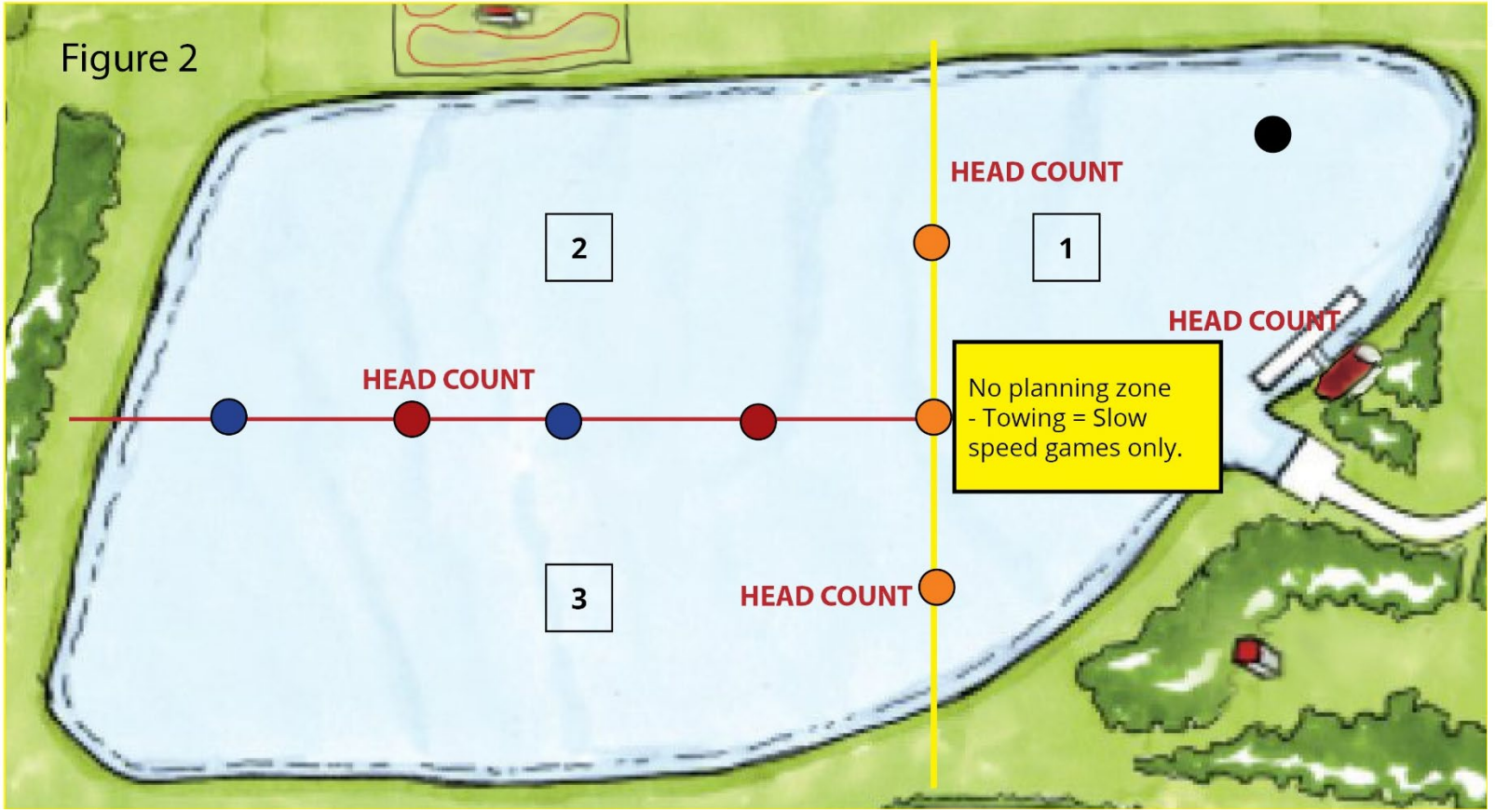
Figure 2
HEAD COUNT
2
1
HEAD COUNT
HEAD COUNT
No planning zone
- Towing = Slow
speed games only.
3
HEAD COUNT

WORST CASE LOSS

a. Fatality

b. Major Injury eg

- Fracture of the skull, spine or pelvis.
- Fracture of any bone in the arm or wrist but not in the hand, or in the leg but not in the foot.
- Amputation of a hand or foot or a finger, thumb or toe, or any part thereof if the joint or bone is completely severed.
- The loss of sight of an eye, penetrating injury to an eye or a chemical or hot metal burn to an eye.
- Injury or loss of consciousness resulting in either case from electric shock.
- Loss of consciousness resulting from absorption of any substance by inhalation, ingestion or through the skin.
- Acute illness requiring medical treatment where there is reason to believe that this resulted from exposure to a pathogen or infected material.

c. Minor Injury:

- Small cuts grazes or injuries requiring minor medical assistance / treatment.

d. Environmental/ Equipment Damage

LIKELIHOOD OF OCCURRENCE – (Given that Present Control Measures are In Place)

Likely	Occurs repeatedly / harm may be expected
Probable	Likely to occur several times
Possible	Could occur sometime
Remote	Unlikely, though conceivable
Improbable	So unlikely that the probability is close to zero

RISK LEVEL MATRIX

	Likelihood of Occurrence				
Worst Case Loss	Likely	Probable	Possible	Remote	Improbable
Fatality	SIG	SIG	SIG	MOD	INSIG
Major injury	SIG	SIG	MOD	INSIG	INSIG
Minor injury	MOD	MOD	INSIG	INSIG	INSIG
Environmental damage	MOD	INSIG	INSIG	INSIG	INSIG

SIG SIG= Significant Risk

MOD = Moderate risk

INSIG = Insignificant risk

Jet ski Rides Risk Assessment.

CFI Reference: RA16.6.4 Date of Creation: 14/05/2022 Creator: Lewis Campbell

HAZARD	WORST CASE LOSS	PRESENT CONTROL METHODS	RISK	Risk VS Benefit Analysis
Name Hazard Detail informing what it is that is likely to cause harm	Reference Risk Level matrix . Identify worst case loss of hazard without control measures	Bullet point control measures in place to control hazard • Bullet point 1. • Bullet point 2. • Bullet point 3.	Reference Risk Level matrix . Identify new worst case loss of hazard with control measures	Identify how the new Risk level still benefits the scenario. EXAMPLE1: Risk of falling removed and is now a perceived risk adding to learning for participant EXAMPLE 2: Risk to electrocution lowered to acceptable level with new fuse trips
Positioning of Participants with Instructor Driving	SIG	• Jet ski weight limit to 3 people and maximum weight of 250kg. • Kill cord always connected to Instructor. • Participants best positioned so that Instructor has full control of the craft whilst been able to monitor participants.	INSIG	
Positioning of Participants with Participant Driving	SIG	• Jet ski weight limit to 3 people and maximum weight of 250kg • Kill cord connected to instructor of craft with instructor holding in 1 hand firmly. • Instructor positioned behind driving participant able to clearly communicate with craft driver and reach handles if need be.	INSIG	
Inexperience of driver	SIG	• Unqualified participants will always be accompanied by a qualified instructor following the correct supervision guidance as dictated by PWC.	INSIG	
Multiple Crafts doing different circuits	SIG	• Slalom courses take priority over other courses due to speed and other crafts must give way to allow completion of the slalom before crossing their path. • Circuits will vary depending on the position of other crafts. For other information please refer to other relevant Risk Assessments • Overtaking of slower craft is allowed but must be following IRPCS RYA procedure.	INSIG	
Generic water based activity hazards that pertain to this Risk assessment are also assessed in RA16.6.1 Water Based Activities Generic Powered craft hazards that pertain to this Risk Assessment are also assessed in RA16.6.4 Powered craft Risk Assessment				

Date of Review	Name of person completing Risk Assessment	Position of Person completing Risk Assessment	Reviewers Signature
06/09/2022	Lewis Campbell	Head of Centre	L.Campbell
06/09/2022	T Illidge	Activity Co-Ordinator	T.Illidge

WORST CASE LOSS

a. Fatality

b. Major Injury eg

- Fracture of the skull, spine or pelvis.
- Fracture of any bone in the arm or wrist but not in the hand, or in the leg but not in the foot.
- Amputation of a hand or foot or a finger, thumb or toe, or any part thereof if the joint or bone is completely severed.
- The loss of sight of an eye, penetrating injury to an eye or a chemical or hot metal burn to an eye.
- Injury or loss of consciousness resulting in either case from electric shock.
- Loss of consciousness resulting from absorption of any substance by inhalation, ingestion or through the skin.
- Acute illness requiring medical treatment where there is reason to believe that this resulted from exposure to a pathogen or infected material.

c. Minor Injury:

- Small cuts grazes or injuries requiring minor medical assistance / treatment.

d. Environmental/ Equipment Damage

LIKELIHOOD OF OCCURRENCE – (Given that Present Control Measures are In Place)

Likely	Occurs repeatedly / harm may be expected
Probable	Likely to occur several times
Possible	Could occur sometime
Remote	Unlikely, though conceivable
Improbable	So unlikely that the probability is close to zero

RISK LEVEL MATRIX

	Likelihood of Occurrence				
Worst Case Loss	Likely	Probable	Possible	Remote	Improbable
Fatality	SIG	SIG	SIG	MOD	INSIG
Major injury	SIG	SIG	MOD	INSIG	INSIG
Minor injury	MOD	MOD	INSIG	INSIG	INSIG
Environmental damage	MOD	INSIG	INSIG	INSIG	INSIG

SIG SIG= Significant Risk

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Powerboat Rides Risk Assessment.

CFI Reference: RA16.6.3 Date of Creation: 06/09/2022 Creator: Lewis Campbell

HAZARD	WORST CASE LOSS	PRESENT CONTROL METHODS	RISK	Risk VS Benefit Analysis
Name Hazard Detail informing what it is that is likely to cause harm	Reference Risk Level matrix . Identify worst case loss of hazard without control measures	Bullet point control measures in place to control hazard • Bullet point 1. • Bullet point 2. • Bullet point 3.	Reference Risk Level matrix . Identify new worst case loss of hazard with control measures	Identify how the new Risk level still benefits the scenario. EXAMPLE1: Risk of falling removed and is now a perceived risk adding to learning for participant EXAMPLE 2: Risk to electrocution lowered to acceptable level with new fuse trips
Inexperience of driver.	SIG	• Unqualified participants will always be accompanied by a qualified instructor following the correct supervision guidance as dictated by RYA and Stubbers session training.	INSIG	
Multiple crafts doing different circuits and using lake at same time.	SIG	• Slalom course takes priority over other courses due to speed and other crafts must give way to allow completion of the slalom before crossing their path. • Circuits will vary depending on position of other crafts. • For other information please refer to other relevant Risk Assessments. • Power boat can use empty lake space that is available at any time of session. This is down to instructors' awareness, communication to driver and common sense.	INSIG	
Positioning of participants with participant driving.	SIG	• Power boat weight limit to 6 people maximum and 640kg weight limit. • Kill cord connected to instructor around leg and to craft with instructor always ready to disconnect if required. • Instructor positioned, right side, next to driving participant and able to clearly communicate with driver and reach wheel if needed. • Instructor to ALWAYS have one hand on gear lever so in control over speed through session.	INSIG	
Generic water-based activity hazards that pertain to this Risk assessment are also assessed in RA16.6.1 Water Based Activities.				

Date of Review	Name of person completing Risk Assessment	Position of Person completing Risk Assessment	Reviewers Signature
07/09/2022	Lewis Campbell.	Head of Centre.	L.Campbell
07/09/2022	Tony Illidge.	Activities Coordinator.	T.Illidge

WORST CASE LOSS **a. Fatality**

b. Major Injury eg

- Fracture of the skull, spine or pelvis.
- Fracture of any bone in the arm or wrist but not in the hand, or in the leg but not in the foot.
- Amputation of a hand or foot or a finger, thumb or toe, or any part thereof if the joint or bone is completely severed.
- The loss of sight of an eye, penetrating injury to an eye or a chemical or hot metal burn to an eye.
- Injury or loss of consciousness resulting in either case from electric shock.
- Loss of consciousness resulting from absorption of any substance by inhalation, ingestion or through the skin.
- Acute illness requiring medical treatment where there is reason to believe that this resulted from exposure to a pathogen or infected material.

c. Minor Injury:

- Small cuts grazes or injuries requiring minor medical assistance / treatment.

d. Environmental/ Equipment Damage

LIKELIHOOD OF OCCURRENCE – (Given that Present Control Measures are In Place)

Likely	Occurs repeatedly / harm may be expected
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RISK LEVEL MATRIX

	Likelihood of Occurrence				
Worst Case Loss	Likely	Probable	Possible	Remote	Improbable
Fatality	SIG	SIG	SIG	MOD	INSIG
Major injury	SIG	SIG	MOD	INSIG	INSIG
Minor injury	MOD	MOD	INSIG	INSIG	INSIG
Environmental damage	MOD	INSIG	INSIG	INSIG	INSIG

SIG SIG= Significant Risk

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Towing with powered craft Risk Assessment.

CFI Reference: RA16.6.4. Date of Creation: 14/05/2022. Creator: Lewis Campbell.

HAZARD	WORST CASE LOSS	PRESENT CONTROL METHODS	RISK	Risk VS Benefit Analysis
Name Hazard Detail informing what it is that is likely to cause harm.	Reference Risk Level matrix . Identify worst case loss of hazard without control measures.	Bullet point control measures in place to control hazard • Bullet point 1. • Bullet point 2. • Bullet point 3.	Reference Risk Level matrix . Identify new worst-case loss of hazard with control measures.	Identify how the new Risk level still benefits the scenario. EXAMPLE1: Risk of falling removed and is now a perceived risk adding to learning for participant. EXAMPLE 2: Risk to electrocution lowered to acceptable level with new fuse trips.

Miscommunication between participant/s and craft driver.	SIG.	• Safety brief given to all participants to include:
		  ○ Hand signals for rider to helm communication.
		  ○ Proximity of board to Adventurer's face when lying prone.
		  ○ Importance of adventurer's positioning to trim the board correctly.
		  ○ Instructor throttle down in the event of bouncing.
		  ○ Instructor awareness to rider's energy level.
			INSIG.	

Omnia board submerging under tow. (Knee board).	SIG.	• Prelim activity (Function test) in swimming area. Adventurer to demonstrate:
		  1. Deep water confidence by jumping in from Grey pontoon.
		  2. Retrieve board from short distance away.
		  3. Fit tow handle to board.
		  4. Understanding of correct stability and positioning whilst under handheld tow by Instructor.
		• Risk disclosure of possibility of board submerging under tow and action to let go.
			INSIG.	

Towing Speed.	MOD.	• Tow speed to be matched to the rider's weight and confidence levels. Good communication between the towing vessel and the rider is very important. • Inflatable should not exceed the recommended towing speed stated on the inflatable or in the inflatable instruction manual. • Towing other items (Skiers, wake boarders and knee boarders) a sensible speed should be adopted related to the age, weight and experience of the rider. Good communication between helm and rider must be maintained as much as reasonably possible. • Whilst on an inflatable, if games are being played or Adventurers are standing up, the instructor should tow no faster than 5 Mph. If Adventurers stand up mid ride, the instructor is to slow down to 5 Mph until all are sat correctly again.	INSIG.	
Powered craft colliding with towing vessel.	SIG.	• The helm will not turn back towards the craft they are towing whilst at speed. • For Inflatables towline length should not exceed 15 meters.	INSIG.	

HAZARD	WORST CASE LOSS	PRESENT CONTROL METHODS	RISK	
Entanglement with tow line.	SIG.	• Helm to ensure that towline is not snagged prior to and during the tow. • Helm to keep towline tidy and unknotted at kit up and pre-launch of each go. • Care should be taken when maneuvering close to an inflatable. • Towing boat not to cross the tow line or loop towline around swimmers.	INSIG.	
Adequate PPE while being towed.	MOD.	• Participant to wear wetsuits and Impact Vest PFDs while being towed. • Following special event days and specific groups, participants may not wear wetsuits with management pre-approved discretion. (Que & Go, Jubilee or bank holiday special days, CAT 4 and specific sensory issue groups). Speed of towing will be reduced to take in account of no wetsuits.	INSIG.	
Generic water based activity hazards that pertain to this Risk assessment are also assessed in RA16.6.1 Water Based Activities Generic Powered craft hazards that pertain to this Risk Assessment are also assessed in RA16.6.4 Powered craft Risk Assessment				

Date of Review	Name of person completing Risk Assessment	Position of Person completing Risk Assessment	Reviewers Signature
07/09/2022.	Lewis Campbell.	Head of Centre.	L.Campbell.
07/09/2022.	Tony Illidge.	Activity Co-Ordinator.	T.Illidge.

WORST CASE LOSS

a. Fatality

b. Major Injury eg

- Fracture of the skull, spine or pelvis.
- Fracture of any bone in the arm or wrist but not in the hand, or in the leg but not in the foot.
- Amputation of a hand or foot or a finger, thumb or toe, or any part thereof if the joint or bone is completely severed.
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RISK LEVEL MATRIX

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Minor injury	MOD	MOD	INSIG	INSIG	INSIG
Environmental damage	MOD	INSIG	INSIG	INSIG	INSIG

SIG SIG= MOD = INSIG =

Significant Risk Moderate risk Insignificant risk