Activity Risk Assessment

Scouts
Hertfordshire

Name of activity, event, and location	Pioneering Hertfordshire Scout Activity Centres	Date of risk assessment	September 2026	Name of person doing this risk assessment	Katy Pearce EM HCSC Reviewed by: Doug Stack ACM HCSC
		Date of next review	September 2027		

Hazard- what could go wrong?	Who is at risk?	Assessment of risk	Control measures in place	Remaining risk using control measures
Injury from Falling objects	Participants	Medium	• Check and inspect that poles are safe to use before use and tying together. • Activities take place at a low level so there is minimal risk of falling from height. • Teach the group correct building techniques, such as correct knots or lashings. • Perform a visual and tactile inspection before use i.e. look at and shake the structure.	Low
Manual handling of equipment	Participants	Medium	• All large poles must be carried by a minimum of two capable people. Advise everyone to aware of those around them.	Low
Rope entrapment, burns or strangulation	Participants	Medium	• Participants must be briefed on how to use rope properly i.e., suitable knots and be careful not to create trip hazards. • The supervising adult must check for developing hazards throughout i.e., ropes tied across paths.	Low
Structure	Participants, Leaders, Instructors	High	• Group leader is responsible for the structures made and additional risk assessments are required.	Low
Falling from swing/hitting legs on floor (specific to swing)	Participants	Low	• In safety brief participants will be told to hold on with both hands at all times. • In safety brief participants will be told to keep their feet up at all times. • Swing will be stopped by instructors if participants do not follow safety brief.	Low
Weather	Participants, Leaders, Instructors	Low	• Centre Management Team/Lead Instructors must check weather at start of day and monitor throughout. • Sessions must be stopped if wind speeds exceed 24mph, dependant on location. • Sessions must be stopped immediately in thunder and lightning, and wait for 30 minutes after end of storm, before recommencing.	Low

			• Sessions to be cancelled in extreme hot or cold temperatures.	
Uncontrolled groups of young people	Participants, Leaders, Instructors	Medium	• Groups must be accompanied by a supervising adult. • Group leader is responsible for managing the groups behaviour as stated in the booking terms and conditions.	Low
Self-led sessions/ equipment	Participants, Leaders	Medium	• Group leader is responsible to ensure that those running the activity Self-led must have completed and signed a Self-Led Activity Registration Form for the activity. • Supervising adult must be shown the activity area/activity equipment by centre staff before commencing the activity or been provided an alternative method. • An additional competent adult should be present to supervise individuals that are not engaged on the activity.	Low
Clients with additional abilities/pre-existing health issues	Participants, Leaders, Instructors	Medium	• Group leader must provide information about significant medical requirements and additional needs during the booking process. Instructors should discuss any needs with group leaders before the session is started. • Lead instructors/management should review information and make any specific adaptions, determined with an individual risk assessment. • Group leader is responsible for having access to essential medication i.e. inhalers. • Participants with a history of injuries should be warned about the physical nature of taking part in this activity and have read the activity information before starting.	Low
Novice participants	Participants, Leaders, Instructors	Medium	• Ratio of 1 supervising adult plus 1 competent adult per 15 participants. • Safety briefing given at start of session to identify specific hazards and safety rules to follow and reinforced throughout.	Low
Failure of equipment	Participants, Leaders, Instructors	Medium	• Monthly equipment checks are carried out. • Routine visual inspections completed and signed off at the start of the day and before each session by the activities team. • If the activity equipment has a defect during use, the activity must be stopped immediately until repairs are completed, safety checks carried out and verified so activity can recommence. This must be recorded appropriately.	Low
Poorly maintained activity area	Participants, Leaders, Instructors	Medium	• Monthly activity area checks are carried out. • Routine visual inspections completed and signed off at the start of the day and before each session by the activities team. • If the activity area has a defect during use, the activity must be stopped immediately until repairs are completed, safety checks carried out and verified so activity can recommence. This must be recorded appropriately.	Low

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General Injury	Participants, Leaders, Instructors	Medium	• Groups are responsible for their own first aid. Groups must have someone adequately trained and have a suitable first aid kit. • Additional first aid kit and defibrillator are available at reception/activity and key staff on duty to offer further support if required.	Low