

<b>Assessed by:</b> Tony Knott	<b>Date:</b> June 2008	<b>Review</b> 27th October 2011 by Tony Knott	<b>Signature:</b>
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Hazard	Who might be harmed?	Risk Control Measures	Notes / Review / Revision
Accident / collision potential due to vehicular access to and egress from the site, particularly during large events.	Vehicle occupants. Pedestrians in car parking area.	1. Suitable adults to supervise vehicular movement onto and off site and to control parking if necessary.	
Pedestrians being struck by moving vehicles.	Anybody on site.	1. All traffic control personnel to wear high visibility tabards. 2. Except in an emergency or other valid reason, (See notes* for examples) no moving vehicles to be allowed on camping field once participants arrive and before they leave. 3. Vehicle to be parked outside boundary fence. 4. Any vehicle movement to be no faster than walking pace or 5 MPH	All traffic control personnel must be briefed as to correct procedure. <i>* e.g. a disabled person requiring access or where a vehicle full of equipment has arrived late and it is not practical to unload and carry the equipment which would create a manual handling hazard.</i> All drivers and personnel are expected to abide fully to stated speed limit & highway code while on site.
Contamination of camping field by grazing livestock <i>and from excessive amounts of sheep dung or cow pads left over from previous grazing period.</i>	Anybody on site.	1. Access gates to camping field to be keep closed at all times. 2. <i>The Campsite SASU should remove sheep dung or cow pats, from camping areas before the season starts, ensuring good hygiene practice of is followed when removing this waste.</i>	Brief all personnel.  <i>This should be an early season chore and consideration shown to where it is disposed to avoid impact on the environment.</i>
Slips, trips and falls on camping field due to uneven ground and 'rabbit' holes for example.	Anybody on site.	1. Personnel to be warned of this hazard and informed of the dangers of running. 2. Games and Activity areas to be carefully selected.	Brief all personnel.
Slips, trips and falls in vicinity of water taps due to wet / muddy ground.	Anybody on site.	1. Water taps to be turned off when not in use. 2. Water must not be run directly onto the ground. 3. No washing up, personal washing or teeth cleaning to be done at the taps. 4. Water tap area should not be used as a social congregation point.	Brief all personnel.

Step 1

Step 2

Steps 3 and 4

Step 5

Hazard	Who might be harmed?	Risk Control Measures	Notes / Review / Revision
Gates and Fences:- Splinters from wood Injury from any barbed wire. Injury from gate mechanisms.	Anybody on site but particularly young people.  Fences and gates may be damaged.	No climbing or playing on fences and gates All gates to be kept shut when not in use.	Brief all personnel.
Contamination of water supply	Anybody on site.	<ol style="list-style-type: none"> <li>1. No washing up, personal washing or teeth cleaning to be done at the taps.</li> <li>2. Portable toilets must not be washed out or cleaned out other than in the specifically designated area and using the designated tap and hose supplied in the cesspit waste disposal area provided for this purpose.</li> </ol>	Brief all personnel.
Injury due to carrying heavy equipment loads such as tents, water containers etc.	Anybody but particularly young people.	<ol style="list-style-type: none"> <li>1. Weight of loads carried to be controlled by:-</li> <li>2. Providing trolleys or wheel barrows etc.</li> <li>3. Water containers to be of suitable size if being carried by hand.</li> <li>4. Sharing load with others e.g. two people to a tent.</li> </ol>	Brief all personnel.
Injury due to tripping over tent guy-lines and pegs	Anybody on site.	<ol style="list-style-type: none"> <li>1. Prohibition of playing games, running or 'skylarking' around tents.</li> <li>2. Consider 'fencing off' tent areas if appropriate.</li> <li>3. Consider shielding and marking large marquee type metal and wooden pickets and pegs with protective sacking and high visibility tape.</li> </ol>	Brief all personnel.
Injury due to 'fighting / jousting with sticks, bamboo canes or 'gadget wood'	Anybody but particularly young people.	Young people <b><i>always do this</i></b> if given the chance and the practice should be strongly discouraged.	This is a common cause of injury.

Step 1

Step 2

Steps 3 and 4

Step 5

<b>Hazard</b>	<b>Who might be harmed?</b>	<b>Risk Control Measures</b>	<b>Notes / Review / Revision</b>
Cuts and contamination to feet.	Anybody on site	All personnel to wear suitable footwear at all times when walking round field.	Brief all personnel.
Injury / Illness caused to hay fever or allergy sufferers by long or mown grass, particularly where large amounts of grass are decaying with mould.	Anybody on site	<ol style="list-style-type: none"> <li>1. Participants to be advised not to play in long grass and prohibited from throwing or inappropriately playing with any grass cuttings.</li> <li>2. <i>The Campsite Management Committee to ensure the site is regularly cut to keep the grass as short as reasonably practical to avoid large quantities of cut grass lying around.</i></li> </ol>	<p>Brief all personnel.</p> <p><i>The need to establish a sufficient cutting regime during the main growing season between May and July.</i></p>
Injury or illness by incorrect handling / disposal of human waste from portable toilets.	Anybody but particularly young people.	<ol style="list-style-type: none"> <li>1. It is strongly recommended that young people are not involved with this task. There may be occasions when this is appropriate e.g. patrol camps, training purposes etc. but the age, self discipline and responsibility of those involved must always be taken into consideration and should probably only ever apply to older scouts and explorer scouts.</li> <li>2. Portable toilets should be emptied regularly and not allowed to become too full.</li> <li>3. They must be emptied carefully, slowly and with control.</li> <li>4. Care to be exercise when handling chemicals and refilling with water to prevent contamination and splashing.</li> </ol>	Brief all personnel.
Slips, trips, falls, collisions or being struck by object causing personal Injury during games.	Anybody but particularly young people.	<ol style="list-style-type: none"> <li>1. Suitable games area to be established.</li> <li>2. Games to be capable of being controlled, particularly if not under direct supervision of an adult.</li> <li>3. Adults to be wary of trying to play like young people!</li> </ol>	This is a common cause of injury to adults and could be in breach of 'yellow card' policy

Step 1

Step 2

Steps 3 and 4

Step 5

Hazard	Who might be harmed?	Risk Control Measures	Notes / Review / Revision
<b><u>Risk of Fire</u></b>	Anybody on site	<ol style="list-style-type: none"> <li>1. Establish fire alarm system.</li> <li>2. Establish Fire Assembly Point.</li> <li>3. Ensure Fire Brigade access maintained at all times.</li> <li>4. Maintain spacing between all tents, and perimeter fence - Recommended minimum is 2metres.</li> <li>5. Maintain spacing between Cooking Tents / Dining Shelters and other tentage. - Recommended minimum is 6metres.</li> <li>6. No naked flames (cookers and lamps) to be left burning whilst unattended in tents.</li> <li>7. No Gas lamps etc to be used in sleeping tents.</li> <li>8. Gas bottles to be switched off at valve when not in use.</li> <li>9. Gas bottles to be stored outside tent in open air.</li> <li>10. All gas bottles to be changed over in open air away from any naked flames.</li> <li>11. Cooking tents &amp; areas to be provided with a fire extinguisher / blanket and users to be familiar with operation.</li> <li>12. Other than in the campfire circle no ground fires are permitted.</li> <li>13. If altar fires are used for cooking the area should be cleared of dry grass and a 'fire water bucket' provided in the vicinity.</li> <li>14. <i>The Campsite Management Committee to ensure the site is regularly cut to keep the grass as short as reasonably practical to avoid large quantities of dry cut grass lying around.</i></li> <li>15. Fires not to be left unattended and doused after use.</li> <li>16. No smoking in tents.</li> <li>17. Conduct fire safety check before retiring at night.</li> </ol>	<p>Brief all personnel</p> <p><i>The need to establish a sufficient cutting regime during the main growing season between May and July.</i></p>

Step 1

Step 2

Steps 3 and 4

Step 5

Hazard	Who might be harmed?	Risk Control Measures	Notes / Review / Revision
<p><b><u>Camp Fire Circle and vicinity.</u></b></p> <p>Slips, trips and falls due to uneven &amp; sloping ground - slippery when damp.</p> <p>Injury from falling into fire.</p> <p>Injury from preparing or handling firewood, particularly any from any used wood or pallets containing nails.</p> <p>Burns to body or clothing from sparks from fire.</p> <p>Burns or injury caused by poking sticks into fire and or waving them around.</p> <p>Smoke Inhalation.</p> <p>Fire getting out of control.</p>	<p>Anybody on site</p>	<ol style="list-style-type: none"> <li>1. During inclement weather or slippery underfoot conditions, consider holding a mock 'camp fire' in wet weather accommodation.</li> <li>2. Suitable discipline to be maintained at all times.</li> <li>3. Careful selection of 'stunt area'</li> <li>4. Discipline to be maintained and participants prevented from sitting too close to the fire.</li> <li>5. Care to be exercised when preparing or handling wood. Consider wearing gloves except on the hand holding a tool such as an axe.</li> <li>6. <i>Stout boots e.g. walking or safety boots (PPE) to be worn, whilst preparing, chopping or handling wood.</i></li> <li>7. Proper instruction e.g. care and use of axes, saws, prise / crow bars, hammers etc to be given to any tool users.</li> <li>8. Participants prevented from sitting too close to the fire and seated with regard to wind direction. Care to be exercised when stoking the fire.</li> <li>9. Fire / Burns bucket of water container to be provided.</li> <li>10. Young people <b><i>always do this</i></b> if given the chance and the practice should be strongly discouraged.</li> <li>11. Seat participants in relation to wind direction.</li> <li>12. Size of fire to be appropriate for the activity and properly supervised.</li> </ol> <p><b>Note</b> Due to environment legislation, the burning of waste, such as treated pallet wood or other wood, plastics, rubber, glass, metals, is prohibited and could lead to prosecution.</p>	<p>Brief all personnel.</p> <p><i>A glove on the hand holding a tool may cause loss of control of the tool which may fly out of the hand.</i></p> <p><i>Any footwear that offers some protection against nails, axe blows or falling objects should be used. However, PPE (Personal Protective Equipment) should not take the place of proper training or good supervision and management of the activity.</i></p> <p>A tallish container such as an old cooking oil plastic drum with lid is ideal. An arm or leg can then be submerged in water as first aid treatment for burns.</p> <p>Burn only <u>untreated</u> wood, logs, branches, and small amounts of leaves, card and paper.</p>

Step 1

Step 2

Steps 3 and 4

Step 5

Hazard	Who might be harmed?	Risk Control Measures	Notes / Review / Revision
<p><b><u>Generators</u></b></p> <p>Fire, electrocution, trips and entanglement from all types of generators, ancillary equipment and appliances.</p>	<p>Anybody but particularly young people</p>	<p>Generators may only be used on site, with specific permission of the Camp Warden, providing the owner / user / provider has carried out and produced a copy an up to date risk assessment to the organisers of the camp and the warden. Control measures must be in place to ensure that:</p> <ol style="list-style-type: none"> <li>1. The user has received appropriate instruction and training to use the generator.</li> <li>2. The generator and all ancillary equipment has been maintained, is in good working order and has been checked as checked as safe to use.</li> <li>3. The equipment is located in a safe place, with the area fenced off and warning notices displayed.</li> <li>4. Fuel is safely stored and used.</li> <li>5. Fire prevention precautions and appropriate fire fighting equipment are place and that people know how to use it.</li> <li>6. Environmental impact has been considered eg. fuel / oil spills, fumes and noise.</li> </ol>	<p>The decision as to whether or not a generator may be use is at the Warden's discretion and that decision is final. It may depend on a variety of factors such as the type and size of camp and ground conditions.</p>
<p><b>River Nene</b></p> <p>Risk of falling or slipping into the river and drowning.</p>	<p>Anybody but particularly young people</p>	<p>This is outside the fenced off area of the campsite.</p> <p>By not allowing young people off site without proper permission and control e.g. for specific water activities there is no risk.</p> <p>P.O.R., Relevant Factsheets and Activity Rules to be complied with during all water activities.</p> <p>Separate risk assessments to be prepared or each activity.</p>	<p>Brief all personnel.</p>

Step 1

Step 2

Steps 3 and 4

Step 5

**General :**

**Comply with the Young People First (Yellow Card ) Policy  
Additional stand alone risk assessments should be completed for each activity carried out on site.**

**Remember:**

**Have fun and provide Excitement but not Danger.  
Be Adventurous and Challenging but not Hazardous and ultimately Be Safe!**

Step 1

Step 2

Steps 3 and 4

Step 5

Adapted from Five Steps to Risk Assessment