

Generic Risk Assessment – 10th Worcester Scouts

Name of activity/ event/ location	Generic Risk Assessment for Hall Activities	Date of risk assessment	May 2020	Name of who undertook this risk assessment	C Margetts AGSL
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Hazard Identified? / Risks from it?	Who is at risk?	How are the risks already controlled? What extra controls are needed?	What has changed that needs to be thought about and controlled?
<i>Hazard – something that may cause harm or damage. Risk – the chance of it happening.</i>	<i>Young people, Leaders, Visitors?</i>	<i>Controls – Ways of making the activity safer by removing or reducing the risk from it. For example - you might use a different piece of equipment or you might change the way the activity is carried out.</i>	<i>Keep checking throughout the activity in case you need to change it...or even stop it! This is a great place to add comments which will be used as part of the review.</i>
Slip, Trip and Fall	All Users	Ensure any cabling that is being uses is run around the edge of the hall or covered where possible. Ensuring that there are no issues with the floor inside the hut i.e. loose tiles. Making sure we have a clean and tidy area to run activities in. Clearing all spillages and hazards as soon as they occur to prevent further issues Young People to be supervised outside in the forest and using suitable lighting and torches to see areas	Keep checking throughout activities and meetings, if anything becomes unsafe to put a control measure in place to prevent any accidents.
Electrical	All Users	All equipment to be checked before using, any damaged or broken electrical equipment to be disposed of.	Upgraded RCD box
Stuck by Falling objects	All Users, mainly in stores	Young people not to be unattended in the store room which is clearly marked. Storing all equipment away safely on suitable shelving and any stacks of equipment is done so safely and not exceeding a suitable height	None
Fire	All Users	Upgraded emergency lights provides a safe means of escape in case of an emergency. Smoke detectors installed in the building and tested each term, to be recorded in the fire log book in the hall.	All fire equipment to be regularly checked to ensure that any issues can be responded to.

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		Practice evacuations to be held by each section in a term to ensure young people know what to do in the event of a fire breaking out in the hall.	
Mice, rats and other animals	All Users	Traps are currently in place to ensure capture and release for all rodents. Any signs of rodent activity investigated and ensure that there is no risk to young people	None
Struck by Cars	All Users	Leaders to ensure that there is no risk to young people during arriving and leaving the meetings, when cars are moving young people to be moved away or activities stopped where possible	
Wood pile and Fire	All Users	Young People are not to be climbing on the wood pile as this can be slippery. Fire safety measures to be in place when lighting fires in the forest, this includes sufficient water to tackle the fire if necessary, Fires to not be left burning when there are no adults in the area or at the ends of meetings. Section Leaders to ensure that there are no risks of reigniting. Young People to say a safe distance away from the fire to ensure that there are no accidents.	
Legionella	Hall Users	Any LUO identified and flushed through every other week to ensure that there is no risk to users of the hall.	
Asbestos	All Hall users	Asbestos is present in the roof of the main section of the hall with exception of area above the toilets, this area is protected by insulation and the roof panels, if any of these panels are disturbed or damaged activities should be stopped and the hall evacuated to be assessed by a recognised professional	To obtain a report highlighting the type of asbestos and its locations
Training around Safety	All Leaders	All Leaders to have in date and current safety training and have a physical or access to a purple card to ensure that they can safely deal with incidents Leaders to undertake their own risk assessments to ensure that they have identified any risks involved with their own activities and meetings Leaders to complete the safety checklist when planning or running a meeting or event.	

Additional information can be found in the [Safety Checklist for Leaders](#) and other information at scouts.org.uk/safety

HQ Template Published February 2019

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Games	All Users	Leader in charge to highlight any rules of the game before it is started to ensure that all members are aware of what is going to happen. Game to stop if anyone is no longer in control or additional hazards have been identified	
Control of Hazardous Chemical or solutions	All Hall Users	Cleaning material to be kept in the cupboard in the kitchen. No young people to be unsupervised in the kitchen.	Cleaning materials to be moved to a new location that is more suitable.
Gas Bottles	All Users	Gas Bottles to be checked before they are used by leaders. Large bottles to be kept in the gas cage at the rear of the building locked up to ensure no unauthorised use. Carbon Monoxide Alarm present in the kitchen area to ensure that we protect all users against this All gas equipment to be checked including hoses and clips before use to ensure that they are safe and not damaged in any way Damaged equipment is to be removed and disposed of	
Falling trees, branches, trunks	All Users	Forest area to be checked over for any signs of poor tree health on a regular bases as highlighted in FS320008. Medium Risk area from information in factsheet and a plan to be implemented on this	Tree inspection to be carried out following recent weather as another tree has fallen in the forest. Mapping to be carried out of all trees in on the premises
Any other risk		Any risk that is not identified in this risk assessment should be assessed at the time and added to this assessment at the next appropriate date depending on its risk. This risk assessment does not cover any activities that are carried out by the individual sections off premises and thus a separate risk assessment should be carried out.	
Review due: After any accident, significant changes to the hall that requires re-assessment or 12 months.			