



RISK ASSESSMENT FOR OFF-SITE ACTIVITY

Hazard issues associated with:		TTOYL 2020 Alternate Programme		Date:	17/08/2020
Activity:	Wide Games, Photo Scavenger Hunt and Picnic (12pm – 4pm)		Location:	Stanmer Park, Brighton, BN1 9PY	
Assessment by:	Connor Pope	Signed:	<i>Connor Pope</i>		Date: 11/08/2020
Checked by:	David Etherton	Signed:			Date: 11/08/2020

Hazard Anticipated harm to people	Groups numbers exposed to hazards	How the risk will be controlled Can hazard be: avoided (change activity); isolated (eg barrier); reduced (eg through knowledge/ protective equipment) etc	Risk Level Low / Medium / High	Monitoring / Post event review (incl. review date)
Locating meeting location in park	All	<ol style="list-style-type: none"> Pre-defined meeting location to be given in booking info Use map in confirmation email and booking page Provide what-three-words location Location point to be near public transport & safe parking location (for those using private transport) 	Low	
Vehicle movement / walking around park	All	<ol style="list-style-type: none"> All to walk on grassed areas and defined pedestrian walk ways Adults to plan and use safe routes and crossing points when navigating the area. YP to walk and maintain good behaviour. Allow other pedestrians space. 	Low	
Medical Incidents	All	<ol style="list-style-type: none"> YP and adults to be fit and well (or medical issues known and planned for) First Aid kit (including inhalers, epi-pens etc) and First Aider to be present & known Separate risk assessment to be undertaken for YP/adults with specific disabilities or medical needs. COVID precautions to be taken when treating patient (wash hands, use disposable gloves, face mask) 	Low	
Child Protection (stranger danger)	YP	<ol style="list-style-type: none"> YP to be adequately supervised at all times including using public toilets, shops, public areas, etc Adults to have lists of YP in their group. (Check in at regular periods) Boys may need to go into toilets in groups if no male member of staff/helper (and vice versa for girls) YP to be taught sensible attitude towards strangers 	Low	
Slips, trips, falls, bangs	All	<ol style="list-style-type: none"> YP and adults to wear suitable footwear for the weather. Adults to warn YP to be aware of dangers e.g. moving vehicles, animals. Appropriate levels of supervision and good behaviour to be maintained at all times 	Low	
Weather e.g. hypothermia, sun burn etc	All	<ol style="list-style-type: none"> All to have suitable footwear and clothing including coats (wind, cold) Hats and sun cream to be used as appropriate Sufficient water to be taken/consumed Weather forecast to be taken into account. Cancellation if wet weather – no alternative plan. 	Low	
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General	All	<ol style="list-style-type: none"> Each member of staff to have working mobile phone Emergency contact numbers to be taken and carried by supervising adults 	Low	

		3. Walkie talkie radios to be given to team members (with spare batteries) to ensure communication if issue with mobile phone network (lack of signal/outage)		
Losing a YP	YP	<ol style="list-style-type: none"> 1. Registers taken / YP counted at appropriate points (e.g. moving location) 2. YP allocated to an adult who will be responsible for checking that all members of their group are present. Relevant behaviour information passed on to adult in charge of group 3. Rendezvous point(s) agreed with YP to go to if they find themselves lost 4. Adults to have mobile phones and numbers of key staff as appropriate 5. YP to have mobile numbers of key adults 6. YP to stay in groups with adult leader 7. YP and Team to know meeting point and time which they are required to return 	Low	
Scavenger Hunt / interacting with Public	All	<ol style="list-style-type: none"> 1. Limit interaction with general public and other groups as much as possible 2. Ensure all tasks do not encourage YP to partake in any dangerous activities (e.g. riding cows, climbing trees, swimming in pond) 3. One person to be in charge of writing down and taking care of clipboard (if applicable) 	Low	
Eating/ Drinking	All	<ol style="list-style-type: none"> 1. Own food to be brought by YP/Team for picnic 2. No sharing of food 3. Allergies – Each individual to be aware of allergies and intolerances and the food items they consume 	Low	
COVID-19 Infection	All	<ol style="list-style-type: none"> 1. Maintain social distancing as per government guidelines. 2m (1m plus [with precautions]) 2. All to remain socially distant to each other, and other groups 3. No physical contact or sharing of items (e.g. sports equipment) where possible 4. Encourage hand hygiene – hand sanitiser to be available 5. Activities to be arranged so that social distancing is possible 	Low	