

# Sherbrooke Scout Campsite Risk Assessment Form **Scouts**

|                              |                                  |  |                            |  |
|------------------------------|----------------------------------|--|----------------------------|--|
| <b>Risk Assessor's Name:</b> | Campsite Executive Sub-Committee |  | <b>Planned Review Date</b> | Sept 2025, or before if change is needed |
|------------------------------|----------------------------------|--|----------------------------|--|

| Task or Activity Description   | Location:  |                       |                        |                 |   |  |  |   |  |  |
|--|--|-----------------------|------------------------|-----------------|---|--|--|---|--|--|
| <p style="font-size: 1.2em; margin: 0;">Sledge Run.</p> <p style="margin: 5px 0 0 20px;">A plastic cart with wheels which runs down a wooden track and uses gravel as a brake at the bottom.</p> | <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 33%; text-align: center;"><b>L = Likelihood</b></td> <td style="width: 33%; text-align: center;"><b>C = Consequence</b></td> <td style="width: 34%; text-align: center;"><b>R = Risk</b></td> </tr> <tr> <td colspan="3" style="text-align: center;"><b>Persons at Risk - Affected Groups:</b></td> </tr> <tr> <td colspan="3">                     A – Leaders<br/>                     B – Beavers<br/>                     C – Cubs<br/>                     D - Scouts<br/>                     E- Parents / Visitors<br/>                     F – Explorers/Young Leaders<br/>                     G – All                 </td> </tr> </table> | <b>L = Likelihood</b> | <b>C = Consequence</b> | <b>R = Risk</b> | <b>Persons at Risk - Affected Groups:</b> |  |  | A – Leaders<br>B – Beavers<br>C – Cubs<br>D - Scouts<br>E- Parents / Visitors<br>F – Explorers/Young Leaders<br>G – All |  |  |
| <b>L = Likelihood</b>  | <b>C = Consequence</b>   | <b>R = Risk</b>       |                        |                 |   |  |  |   |  |  |
| <b>Persons at Risk - Affected Groups:</b>  |  |                       |                        |                 |   |  |  |   |  |  |
| A – Leaders<br>B – Beavers<br>C – Cubs<br>D - Scouts<br>E- Parents / Visitors<br>F – Explorers/Young Leaders<br>G – All  |  |                       |                        |                 |   |  |  |   |  |  |

| Potential Hazard   | Risk Level without Controls |     |       | Who is at Risk | Existing Controls  | Risk Level with Controls |     |       | Notes, Additional Controls, Required Action & Date   |
|--|-----------------------------|-----|-------|----------------|--|--------------------------|-----|-------|--|
|  | L                           | C   | R     |                |  | L                        | C   | R     |  |
| <b>Hazard (bold)</b><br>Potential consequence (normal)               | 1-5                         | 1-5 | L*C=R | See above list | <ul style="list-style-type: none"> <li>What is currently in place, or what needs to be put in place.</li> </ul>  | 1-5                      | 1-5 | L*C=R | Any notes or additional controls etc   |
| <b>Faulty Equipment</b><br>Bruises, cuts, abrasions, bangs,          | 5                           | 4   | 20    | G              | <ul style="list-style-type: none"> <li>All equipment to be inspected upon arrival and before use.</li> <li>Faulty equipment to be removed from activity to compound for repair, replacement or removal.</li> </ul> | 1                        | 4   | 4     | Equipment could fail over time, additional checks are required<br>If equipment fails whilst in use, remove immediately<br>If track fails, close activity immediately |
| <b>Incorrect Technique</b><br>Sprains, Strains, Injury to hands/feet | 4                           | 3   | 12    | G              | <ul style="list-style-type: none"> <li>Clear instructions to be made available and posted at activity.</li> <li>Users to be monitored and instructed if using equipment incorrectly.</li> </ul>                    | 1                        | 2   | 2     |  |
| <b>Sledge leaving track</b><br>Cuts, sprains, strains, etc           | 5                           | 4   | 20    |                | <ul style="list-style-type: none"> <li>Walls along side of track to prevent Cart moving off track.</li> </ul>  | 1                        | 4   | 4     | If Track walls are broken or damaged then stop activity immediately to allow for repair.   |

| Potential Hazard  | Risk Level without Controls |   |    | Who is at Risk | Existing Controls  | Risk Level with Controls |   |   | Notes, Additional Controls, Required Action & Date  |
|---|-----------------------------|---|----|----------------|--|--------------------------|---|---|---|
|   | L                           | C | R  |                |  | L                        | C | R |   |
| <b>Sledge hitting debris</b><br>Injury from debris, cuts, abrasions, sprains, strains,        | 3                           | 3 | 9  | G              | <ul style="list-style-type: none"> <li>User to check over track before any usage, and clear any debris from track</li> <li>Site team to keep weeds low around track to ensure able usage.</li> </ul>   | 1                        | 3 | 3 | Any serious debris or issues, report to the warden on duty, and email to Campsite Manager |
| <b>Sledge failing to stop</b><br>Cuts, abrasions, sprains, strains, neck injury, back injury, | 4                           | 3 | 12 | G              | <ul style="list-style-type: none"> <li>Incline at end to slow cart</li> <li>Gravel placed at end of track to slow cart to a stop</li> <li>If carts are failing to stop, rake gravel into mound at end of track</li> <li>Gate to be kept open during activity in case of run away</li> </ul>    | 2                        | 3 | 6 | Monitor at all times, ensure no one pushes carts and follows procedures listed.           |
| <b>Sledge hitting other people</b><br>Cuts, abrasions, bruising, broken limbs                 | 5                           | 4 | 20 | G              | <ul style="list-style-type: none"> <li>All participants to wait in a line, to the side of the run or outside the gate but not in-line of their track end, leader to ensure that rules are followed at all times and participants are under control</li> <li>No spectators on track.</li> </ul> | 1                        | 4 | 4 | Leaders to keep other participants back.  |
| <b>Sledge Suddenly stopping</b><br>Falls, broken limbs, bruising, abrasions                   | 2                           | 3 | 6  | G              | <ul style="list-style-type: none"> <li>All participants to sit upright with their feet in the footwells and hold the handles as instructed.</li> </ul>   | 1                        | 3 | 3 |   |

Risk Rating Calculator

| <b>Likelihood That Hazardous Event Will Occur</b> |               | <b>Consequence of Hazardous Event</b> |   |
|---|---------------|---------------------------------------|---|
| <b>1</b>  | Very Unlikely | <b>1</b>                              | Insignificant – No Injury                       |
| <b>2</b>  | Unlikely      | <b>2</b>                              | Minor – Minor Injuries needing First Aid        |
| <b>3</b>  | Fairly Likely | <b>3</b>                              | Moderate – Possible Medical Treatment (doctors) |
| <b>4</b>  | Likely        | <b>4</b>                              | Major – Possible Hospitalisation                |
| <b>5</b>  | Very Likely   | <b>5</b>                              | Catastrophic - Death                            |

| <b>Risk Rating</b> | <b>Action</b>   |
|--------------------|---|
| 20 – 25            | STOP – Stop Activity and Take IMMEDIATE Action  |
| 15 – 16            | Urgent Action – Take IMMEDIATE Action and Stop Activity if necessary, Maintain existing controls Rigorously |
| 8 – 12             | Action – Improve within Specified Timescale   |
| 3 – 6              | Monitor – Look to improve at next review or if there is significant change                                  |
| 1 – 3              | No Action – No further action required but ensure that controls and maintained and reviewed                 |

|                        | <b>1<sup>st</sup> Review</b> | <b>2<sup>nd</sup> Review</b> | <b>3<sup>rd</sup> Review</b> | <b>4<sup>th</sup> Review</b> | <b>5<sup>th</sup> Review</b> |
|------------------------|------------------------------|------------------------------|------------------------------|------------------------------|------------------------------|
| <b>Assessors Name:</b> | Mark woolley                 | P. Mellors                   |                              |                              |                              |
| <b>Committee Name:</b> | Mark woolley                 | P. Mellors                   |                              |                              |                              |
| <b>Date of Review:</b> | 11.03.2024                   | 17/08/24                     |                              |                              |                              |

| <b>This risk level has been reduced as low as is reasonably practicable</b> |  |  |              |
|---|--|--|--------------|
| <b>Committee Signatures</b>   |  |  | <b>Date:</b> |
|   |  |  |              |