



## South Tyneside Council

### RISK ASSESSMENT

<b>Department: Services for Young People, Children, Adults &amp; Families</b>		<b>Section: Thurston O.E.C.</b>		<b>Assessment No: A</b>		
<b>Work Activity</b>	Generic Assessment for all Outdoor Activities					
	Thurston staff are conscious of safety at all times & constantly evaluate risk. However, it must be recognised that it is not possible, or indeed desirable, to entirely remove all the risk from adventurous activities with consideration for the many benefits of participation. Staff manage this risk in relation to the benefits with awareness of the consequences.				<b>Risk rating, without controls</b> <i>(see Matrix overleaf)</i>	
<b>Hazards</b>	Road traffic accident Cold related conditions Heat related conditions Injuries & illness Getting lost All types of abuse Exhaustion	Drowning Burns & scalds Other location users Slips, trips & falls Lifting & handling injury Medical condition	High	<input checked="" type="checkbox"/>		Medium
			Low	<input type="checkbox"/>		
<b>Population Exposed</b>	<b>Employees:</b>	<input checked="" type="checkbox"/>	<b>Sub Contractors:</b>	<input checked="" type="checkbox"/>	<b>Public:</b>	<input checked="" type="checkbox"/>
	<b>Young Persons:</b>	<input checked="" type="checkbox"/>	<b>Special Groups:</b>	<input checked="" type="checkbox"/>	<b>Children:</b>	<input checked="" type="checkbox"/>
<b>Control Measures</b>	<p>Activities are run in line with all Thurston O.E.C. Operating Procedures, Policies &amp; Guidelines with control measures including:</p> <p>Emergency procedures, contacts &amp; planning in place  Supervision by appropriately qualified &amp; experienced staff  Appropriate instructor/student ratio which is normally 1:12.  Any temporary exception to this ratio is to be agreed with the Head of Centre or deputy and decision recorded in the Activity Diary.  (Evening Group activities such as Hide and Seek, Codecracker, etc, may be run on a maximum ratio of 1:48 with the assistance of Visiting Leaders)  Staff DBS/CRB checked &amp; monitored  Safeguarding policy adhered to  Manual handling policy adhered to  Behaviour policy adhered to  Expected standards of behaviour agreed &amp; understood  First aid &amp; emergency procedures in place  First aid qualified staff  Information on medical, behavioural &amp; emotional conditions &amp; medication required</p> <p style="text-align: center;"><b>CONTINUED ON SEPARATE SHEET</b></p>					

<b>Information Instruction Training Required</b>	The main factor in managing risk is the quality, experience & judgement of the staff. Whilst they are required to follow centre operating procedures/guidelines & standards of accepted practice, no attempt is made to interfere with their on the spot judgement. Staff are expected to have safety in mind at all times and are given freedom to make decisions in the best interests of clients. Thurston O.E.C. & staff consider the risk benefits of all activities.			
<b>Personal Protective Measures (PPE)</b>	Thurston O.E.C. provides all specialist activity safety equipment			
<b>Implementation Plan</b>		<i>By Whom</i>	<i>Target Date</i>	
<b>Risk Rating with Controls in place</b>		<input type="checkbox"/> <b>HIGH</b>	<input checked="" type="checkbox"/> <b>MEDIUM</b>	
<b>Monitoring and Review</b>	<b>Review Date</b>	<i>By Whom</i>	<i>Target Date</i>	
	<i>Jan 2022</i>	<i>Staff</i>	<i>Jan 2023</i>	
<b>Action Identified From Review</b>	None	<i>By Whom</i>	<i>Target Date</i>	
<b>Risk Matrix</b>				
<b>Likelihood</b>		<b>Worst Case Outcome</b>		
		<i>Fatality</i>	<i>Major Injury</i>	<i>Minor Injury</i>
	<i>Probable</i>	HIGH	HIGH	MED.
	<i>Possible</i>	HIGH	MED.	MED.
	<i>Improbable</i>	MED.	LOW	LOW
<b>Assessment conducted by:</b>		<b>Signed:</b>	<b>Date:</b>	
Revised: January 2022 AS, AD, JH, SB, JY.				

<b>Control Measures continued</b>	Suitable group briefing & preparation Vigilance of supervising staff Weather forecast obtained Appropriate clothing, footwear, specialist equipment & group equipment used or provided Appropriate method of communication taken Appropriate venues & planning for group/conditions/weather Flexibility to change & modify the programme &/or activity Morning meeting agrees activity, staffing, weather forecast, conditions & any alternative plans Cancel activity when conditions are unsuitable
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