

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

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

| Task or Activity Description  | Location:  |                 |                 |          |                                    |  |  |   |  |  |
|---|--|-----------------|-----------------|----------|------------------------------------|--|--|---|--|--|
| <p style="font-size: 1.2em; margin: 0;">Pedal Go-Cart usage and track.</p> <p style="margin: 5px 0 0 20px;">A metal &amp; plastic pedal go-kart with wheels which runs around a dirt track.</p> | <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 33%;">L = Likelihood</th> <th style="width: 33%;">C = Consequence</th> <th style="width: 33%;">R = Risk</th> </tr> <tr> <th colspan="3" style="text-align: center;">Persons at Risk - Affected Groups:</th> </tr> <tr> <td colspan="3" style="padding: 5px;">                     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> | L = Likelihood  | C = Consequence | R = Risk | Persons at Risk - Affected Groups: |  |  | A – Leaders<br>B – Beavers<br>C – Cubs<br>D - Scouts<br>E- Parents / Visitors<br>F – Explorers/Young Leaders<br>G – All |  |  |
|   | L = Likelihood   | C = Consequence | R = Risk        |          |                                    |  |  |   |  |  |
|   | Persons at Risk - Affected Groups:   |                 |                 |          |                                    |  |  |   |  |  |
| 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 and during 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. If equipment fails whilst in use, remove immediately. If there is damage to the cart track, close activity immediately and report to Duty Warden or Campsite Manager |
| <b>Incorrect Technique</b><br>Sprains, Strains, Injury to hands/feet | 4                           | 3   | 12      | G              | <ul style="list-style-type: none"> <li>Use correct size kart for YP</li> <li>Seat should be adjusted and secured to ensure suitability</li> <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       | Adult supervisors to ensure compliance of instructions   |

| 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>Cart hitting debris</b><br>Injury from falls, 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>Cart failing to stop</b><br>Cuts, abrasions, sprains, strains, neck injury, back injury, | 4                           | 3 | 12 | G              | <ul style="list-style-type: none"> <li>Brakes to be checked before usage.</li> <li>Tyres to be kept pumped up to good level to provide traction.</li> </ul>  | 1                        | 3 | 3 | Monitor at all times. If brakes do not stop remove the Cart from track and put in compound. |
| <b>Cart hitting other people</b><br>Crushing, Cuts, abrasions, bruising, broken limbs       | 4                           | 4 | 16 | G              | <ul style="list-style-type: none"> <li>All participants to wait in a line, in the designated area, leader to ensure that rules are always followed, and participants are under control.</li> <li>No spectators on track, apart from those using the carts at that time.</li> <li>1 Person Per Cart, no one to be riding on the back</li> </ul> | 1                        | 4 | 4 | Leaders to keep other participants back.  |
| <b>Carts Crashing</b><br>Falls, broken limbs, cuts, bruising, abrasions                     | 3                           | 3 | 9  | G              | <ul style="list-style-type: none"> <li>All participants to go one way around the track.</li> <li>Keep bumps to a minimum by way of instruction.</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> | Sherbrooke Sub committee     | Lee Marriott                 | Paul Mellors                 |                              |                              |
| <b>Committee Name:</b> | Sherbrooke Sub committee     |                              | Paul Mellors                 |                              |                              |
| <b>Date of Review:</b> | 09/2022                      | 21/04/2024                   | 21/09/2024                   |                              |                              |

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