

## Covid-19 restarting face to face Scouting risk assessment

<b>Name of Section or Activity</b>	Sherbrooke Scout Campsite	<b>Date of risk assessment</b>	17/09/20	<b>Name of who undertook this risk assessment</b>	Mark Woolley	<b>COVID-19 readiness level transition</b>	Red to Amber
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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?
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**The governing principles for the production of this risk assessment and for the guidance of all users of the site are that the overriding mitigation measures against the spread of covid infection are good personal hand hygiene and effective social distancing.**

### **Volunteer Wardens**

Hygiene of site gates when opening/closing site. Increased risk of infection spread if sanitation inadequate.	Wardens	Keyfobs to be used to open and hold gates open, codes not to be used unless fully nessasary. Hand sanitiser to be used and keypad to be wiped down if used.	
Hygiene of toilet block when opening/closing site. Increased risk of infection spread if sanitation inadequate.	Wardens	Hand Sanitiser station outside toilet block for use by all, doors to be wedged open so that high touch point eliminated. Hands to be sanitised by persons opening doors	
Maintaining social distance with users of the site. Increased risk of infection spread if current social distancing guidelines not met.	Wardens Leaders Young People	Wardens – To maintain social distancing and only approach groups on site if nessasary. Leaders are responsible for their own groups whilst on site, they must instruct their leaders and young people to maintain social distancing in line with the government guidelines and guidelines issued by the TSA dependant on the readiness level of the local area.	
Overcrowding of site. Increased difficulty in social distancing resulting in increased risk of infection spread.	Wardens Leaders Young People	Site to be split into fields and a field allocated per group meeting, booked in advance with Booking secretary and then coordinated with Campsite Management Team. Drop off and parking to be done AT THE GROUPS ASSIGNED FIELD, and NOT in the car park to eliminate crossing paths with other groups where possible.	Maximum site occupancy is 7 groups, maximum of 3 groups using toilets (male, Female, Disabled)
Positive test received for person who has recently attended Campsite	Wardens Leaders Young People	Booking secretary will keep track of who is attending, when and what fields they are using, should they, or part of the CMT be contacted regarding a positive test, then all Leaders (who made the booking) will be informed, and be told to contact their relevant young people who were there on site	
First Aid provision needed	Wardens Leaders Young People	Wardens to have Covid19 provisioned first aid available to them at all times Groups to provide their oen Covid19 provisions relevant to their section/agenda for their time at Sherbrooke. Activities – we will provide a Covid19 provisioned first aid kit at relevant activities.	

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

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Users			
Maintaining social distance at drop off and pick up: higher risk of infection spread if social distancing not maintained.	Leaders Young People	Drop off and pick up to be done on the field that is being used by that group, so there is no cross over between groups, parents to stay in vehicles and young people to get in themselves.	
Uncontrolled "wandering" of parents/carers/siblings during activities on site. Leading to increased risk of infection spread.	Leaders Young People Parents/Carers/Siblings	Group leaders to ensure parents that drop off/pick up remain near their vehicles to avoid congregating or traveling across the site, unless instructed by the Group Leaders, groups are assigned a field, and must stick to that area	
Hygiene of toilets: higher risk of infection spread if hygiene not carried out.	All	The toilet facilities are cleaned by the duty wardens prior to each session. During the period of use the leaders of each group are responsible for supervising the safe use of the toilets; a strict rotation of 1 in 1 out in each of the ladies & gents at any one time – to aid control of this an "OCCUPIED/VACANT" sign will be hung outside the main door to each of the toilets, this MUST be used. The special needs toilet will be available only to those with special needs & to adults Cleaning materials and check lists will be in place so that the leaders responsible can clean the toilets down following their use, the list will be attached to my email but will include toilet seats, flush handles and basin taps (cloths must be disposed of in the bins after each use). Hand sanitiser is provided at the doorway to the toilet block for use before entering. All users of the toilet facilities must wash their hands with soap and water according to current guidelines before leaving the toilets.	
Overcrowding and lack of social distancing caused by congestion around the toilet block leading to increased risk of infection spread.	All	Signs will be put up on either side to restrict passing etc, stakes and barriers will be used to organise queuing. Leaders will ensure that they are used safely	
Hygiene of drinking water supply. Increased risk of infection spread if adequate hygiene not carried out.	All	Drinking water –the taps will be cleaned after every visit, users to provide their own drinks when coming onto site via bottles etc Users must not drink directly from the tap. Water is only to be dispensed into users own drinking vessel (bottle, cup etc). Leaders to supervise tap use and to wipe down between uses.	
Hygiene of activity equipment: Higher risk of infection spread if hygiene not carried out.	All	Activity risk assessments will not change, any activities used will have hand sanitiser available, will have spaced waiting areas in accordance with social distancing, chairs will be wiped down after sessions, activity equipment will be treated between users where required.	
Any buildings on site	All	Buildings are closed for group useage, as they are being used by externals, so to eliminate cross comtamination there is no useage of the building for scout groups/sections currently	

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Closing down of site	Duty Warden	Locking the gates is done via a fob, so no touching at all.	
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### Additional Information

- Leaders must provide the booking secretary (at the time of booking) with detailed contact information for a designated leader who will hold a full list of contact details for those attending the site during the booking. This is to facilitate providing accurate information to the Track and Trace authorities in the event of an attendee (from their Group or another) being subsequently diagnosed with covid. If this becomes necessary the Leader of the group concerned should initially contact the appropriate authorities and as soon as possible thereafter should contact the booking secretary so that any appropriate measures (extra cleaning, notification of attendees etc) can be taken.
- Leaders must inform the duty warden before they leave site of any significant issues of non-compliance with these control measures.

<b>Checked by Line Manager</b>	Name, Role / level Date	<b>Checked by Executive</b>	Name, Role / level Date
<b>Approved by Commissioner</b>	Name, Role / level Date	<b>Approved by Executive</b>	Name, Role / level Date
<b>Notification of level change</b>	Date and by who		

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