

Risk assessment - General

Name of activity, event, and location	General Risk assessment Squirrels Goes nuts 14 th September 2024 Tatton park Campsite	Last edited:	4/9/24	Name of person doing this risk assessment	Mel Black
		Formal review date:	4/9/24		

What could go wrong? What hazard have you identified? What are the risks from it?	Who is at risk?	What are you going to do about it? How are the risks already controlled? What extra controls are needed? How will they be communicated to young people and adults and remain inclusive to all needs?	Review & revise What has changed that needs to be thought about and controlled?
A hazard is something that may cause harm or damage. The risk is the harm that may occur from the hazard.	For example: young people, adult volunteers, visitors	Controls are ways of making the activity safer by removing or reducing the risk. For example, you may use a different piece of equipment or you might change the way you do the activity.	Keep checking throughout the activity in case you need to change what you're doing or even stop the activity. This is a great place to add comments which will be used as part of the review.
Overall coordination	All participates	Event safety plan maps out responsibilities and team leaders for the event, including clear responsibilities for each team. Reporting procedure for major and minor problems defined in staff emergency instructions.	
General site hazards from normal operation (Legionella, asbestos, Etc.	All participates	General site risk assessment still in operation with statutory compliance measures managed by facilities team. Safe working practices defined in each team's risk assessment.	
Crowd Management	All Participates	Number of guests on site low compared to space capacity. More popular sessions may draw higher numbers, but this is unlikely to exceed safe capacity Audience and event type means loss of crowd control is a very low risk. Event staff available to manage access points and crowd if needed.	
Vehicle incident on site (e.g. Collision)	All participates	Traffic management plan in place with traffic management team on duty 5mph speed limit across site. Parking is away from activity grounds	
Catering incident (e.g. food poisoning)	adult volunteers,	Leader in charge providing catering service.	

You can find more information in the Safety checklist for leaders and at scouts.org.uk/safety

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Extreme Weather	All participates	Standard inclement weather plan in place, Duty manager to review weather conditions. Indoor emergency spaces available in case of extreme weather (e.g. storms)	
Terror attack	All Participates	Terror threat analysis in event safety plan, more probably incidents are marauding attacker and vehicle strike but still low probability Traffic management in place and controlled entry/exit Gates to ground to remain closed when everyone has arrived	
Serious first aid incident	All participates	First Aid on site Direct contact with FA team can be made via radio message or via Duty Warden.	
Fire or similar major Incident	All participates	Fire risk assessments completed for all large temporary event structures Smaller stands/tents to include risk of fire in their own RAs. Fire points in all temporary event structures and public gathering spaces Centre standard major incident response plan to be used in case of a fire or similar incident. Designated individuals from event teams to fulfil roles in the emergency plan.	
Lost or missing person	All participates	Centre standard Missing Child plan to be used in case of a fire or similar incident.	
Event infrastructure fault (e.g. Electrical fault)	All participates	All event infrastructure installed by competent people (see risk assessment) Hazard reporting form and emergency contact number displayed around site and on app for reports to be made. Facilities team on standby throughout the event in addition to infrastructure team Hazards/faults to be isolated if they cannot be fixed.	
Site services fault (e.g. water, electricity)	All participates	Hazard reporting form and emergency contact number displayed around site Operations team on standby throughout the event Hazards/faults to be isolated if they cannot be fixed. If there is a major loss of services (e.g. water) which cannot be restored the Duty Manager, Event Manager and Safety Officer to make the decisions whether to cancel the event based on the current situation and risks presenting at the time.	
Safeguarding incident	All participates	All adult attendees are members of Scouts and have Enhanced DBS, Safety and Safeguarding training. All contractors are briefed on Safeguarding arrangements and are supervised at all times.	

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Novel/developing hazards around the site	All participates	Regular site walks to be conducted by event management team. Emergency contact number displayed around site.	
Unsafe practice by a contractor / exhibitor / activity provider	All participates	All contractors/exhibitors have submitted copies of risk assessments and PLI All contractors have been briefed on code of conduct Member of the safety team to meet and talk to all the contractors on site within their first 6 hours on site. Regular site walks to be conducted by event management team including the Safety officer.	
Serious complaint or behavioural issue concerning a guest	All participates	Duty Manager and Event manager on call throughout the event to manage customer service type issues. Senior leadership present on site to support if needed.	
Structural integrity and stability of temporary structures	All participates	Regular site walks to be conducted by event management team including the Safety officer to identify hazards or problems. Weather forecast to be monitored for extreme weather and decisions made about any need to isolate or stop usage.	
Emergency services access to the site	All participates	Traffic management team to manage vehicle approach routes including maintaining clear access for emergency vehicles. Operations team to provide marshals or shepherding for emergency vehicles.	
Waste management and hygiene	All participates	Warden team scheduled to ensure cleanliness of toilets and empty bins. Large bins placed at key locations around the site Regular site walks to be conducted by event management team including the Safety officer.	

Don't forget, as part of your programme planning, you should have contingency activities in reserve just in case you can't do what was planned or you need to stop half way through. Make sure this is shared with those involved, so everyone knows how to respond. You should have risk assessed contingency activities prior to them taking place and communicated key information to those involved as with all activities.