

Hautbois Risk Assessment

Activity: Generic (All)	Assessor: Abbie Stewardson	Date: January 2018	Tech Advisor: Fiona Hunter
Assessment No: RA-GEN18	SOP No: All activities	Lesson Plan: All Activities	
Review Date: September 2018	Page: 1 of 2		

Description: Generic Risk Assessment, applicable to more than one (or all) of the onsite activities. For in-depth descriptions please see individual assessments for the activity you require.

General Statement of Policy

It is the policy of Girlguiding Anglia to protect all persons including employees, customers, contractors and members of the public from potential injury and damage to their health which may arise from work activities.

Girlguiding Anglia will provide and maintain safe working conditions, equipment and systems of work for all employees, and to provide such information, training and supervision as they need for this purpose.

Girlguiding Anglia give a high level of commitment to health & safety and will comply with all statutory requirements. For information on general Health & Safety, please refer to the Girlguiding Anglia Health & Safety policy.

SR= Severity Rating; 5 (Catastrophic) 4 (Major) 3 (Moderate) 2 (Minor) 1 (None)

LH=Likelihood Rating 5 (Almost certain) 4 (Likely) 3 (Possible) 2 (Unlikely) 1 (Insignificant)

RR= Risk Rating; H (High) M (Medium) L (Low) I (Insignificant)

Significant Hazard	Who Might be Harmed and How	Existing Controls	Severity	Likelihood	Risk Rating
Weather conditions	All users - incorrectly dressed for conditions or over exposure could result in hypo/hyperthermia	All users to dress appropriately for the conditions. Instructors to proactively remind groups of the appropriate clothing to wear and the need to remain hydrated and protected with sun protection.	2	2	L
Weather conditions - thunder and lightning	All users	When a flash of lightning is seen it is reported to a manager immediately. The manager and instructor will both count the time elapsed between lightning strike and thunder clap. If this is less than 30 seconds all activities will be halted. Groups will be accompanied back to their leaders and informed that activities cannot continue until 30 minutes past the last clap of thunder heard. Activities will continue after this if there is sufficient time left on the session. Sessions will be reorganised at the manager's discretion.	4	2	M

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Slips and Trips	All Users - grounds littered with rabbit holes. Branches and tree debris on ground could cause trips	Instructors to make participants aware of hazards surrounding the activity areas. A proactive approach taken to maintain grounds and areas of activities. Car park surface maintained, gravel raked at regular intervals. Tarmac path laid up to house from car park to reduce trip hazards. Surface to be inspected regularly to check for damage or cracking and repaired as necessary. Parking spaces for guests or users with disabilities available at entrance to house. Surface to be inspected regularly to check for damage or cracking and repaired as necessary. Good lighting in car park and on pathway, turned on at dusk.	2	2	L
Misinterpretation	Instructors being misunderstood in their phrasing; law suit	Instructors trained to use clear language and check communication is received appropriately.	1	2	L
Weils Disease	Participants & instructors - leptospirosis	All participants to be made aware of the risks and given an information sheet. All cuts covered, no water swallowed. Groups encouraged to use showers after sessions.	2	2	L
Water- falling in and drowning	Participants - distracted while participating in activity, watching other users on the water. Getting overexcited near the water.	Groups given clear information about location of water/river and made aware of hazards. All instructors to be aware of where participants are on their activity.	5	1	L
Falling trees	All users - by being in contact with falling trees or branches.	Tree survey carried out annually by qualified arboriculturalist. Estate walk carried out by trained staff regularly and after high winds to check on all trees. Tree maintenance work carried out as recommended and appropriate. Fallen trees made safe and removed as soon as possible.	4	1	L
Falling branches - "summer drop"	All users - by being in contact with falling branches	Guidance given to all customers as appropriate e.g. after extended dry season. Campers advised not to pitch tents or park vehicles under trees.	4	1	L
Legionnaires' disease	All users but particularly the frail and elderly, the very young (infants) and groups with compromised immunity	Legionella risk assessment carried out and reviewed regularly, with recommendations carried out as required. Regular monitoring, cleaning and running water systems in place and implemented	5	1	L

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<p>Vehicular movement</p>	<p>Pedestrians could suffer serious injury if struck by cars entering / leaving car park or site or moving in it.</p>	<p>Entrance to car park clearly marked. Apply 5 mph speed limit on site and signs in place. Speed bumps installed to encourage adherence to speed limit. For large events, parking controlled by marshals wearing high visibility vests. Car park and pathway to house well lit - lighting is checked to ensure in good working order and maintain appropriately. Deliveries are delivered to the designated area only. Clear signage is provided to warn of moving vehicles and staff available to assist with reversing if needed. Collection of refuse bins located outside the grounds to minimise risk of danger to pedestrians. Pedestrians routed via rear of house wherever possible.</p>	<p>2</p>	<p>3</p>	<p>M</p>
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