



<b>Hautbois Activity Centre Risk Assessment</b>			
<b>CLIMBING &amp; MONKEY CLIMBING</b>			
Assessment Code: RA-CLI21	SOP Code: SOP-CLI21	Lesson Plan Code: LP-CLI21	
Review Date: September 2021	Assessor: Abbie Stewardson	Tech Advisor: Chris Pretty	

**Description:** Climbing takes place on our purpose-built Tower on site. Monkey Climbing takes place on the limepits site on holds attached to the large Scots Pine tree. Ratio of 1:12  
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; A (Acceptable Risk) RR (Residual Risk remains despite controls- 'occupational hazard') U (Unacceptable Risk, action to be taken immediately)

Significant Hazard	Persons at Risk	How	Controls	Severity	Likelihood	Risk Rating
Incorrectly fitted or faulty equipment	Participants, leaders & instructors	Incorrectly fitted harnesses & helmets may result in participant falling or having their airway restricted. Faulty equipment could result in a fall or serious injury.	Safe Operating Procedures adhered to. All equipment fitted by a competent Instructor holding the Girlguiding Level 1, or higher qualification/training plus in-house trained and competency-tested by the Technical Advisor. All equipment visually and physically checked by instructor to ensure correct fitting including once being worn by participants before every go. Regular activity & PPE checks carried out to ensure all equipment is fit for purpose. Any defected items removed from service and placed in quarantine for inspection by a senior member of staff.	3	2	RR
Equipment Failure - problems with equipment or tower.	Participants, leaders & instructors	Risk of falling or injury from unsafe and unsound attachment.	Inspections by external assessor and recorded. Quarterly checks by Activities Team to highlight any potential issues, PPE checks regular and recorded.	3	1	A
Entrapment	Participants	Hair becoming trapped in the device such as a gri-gri.	All long hair tied back; baggy clothing restrained. Proper instruction to prevent entrapment during abseil. Instructor to position themselves to ensure that participants remain in full view throughout.	3	2	RR
Unsupervised use	Participants, leaders	Any group or individual staying on site. Climbing over activity and falling causing injury.	Group information pack informs group leaders that all activities are out of bounds unless on a pre-booked supervised session. Fencing acts as a boundary to the activity site. Clear signage.	3	1	A
Being hit by falling objects	Participants, leaders & instructors	When going down the wall have flailing feet, causing injury. Items being dropped from participants pockets.	Hard hats to be worn always while the climbing session is running. Participants briefed to remove items from pockets, shoes are tied at beginning of session for safety and comfort. Safe viewing area is shown to group.	2	1	A
Slip, trips & falls including stairs	Participants, leaders & instructors	Participants running up/downstairs, tripping over low level lighting, natural hazards around monkey tree.	All clients to be reminded to walk and to be vigilant when walking around the activity area. All participants to be supervised by an instructor or leader.	2	2	A
Poor Instruction	Participants	Rope burns, slipping, minor personal injuries Poor belaying technique. Falls.	Instructors qualified to Girl Guiding Level 1, Current Local Authority Award or above i.e. SPA MIA. All instructors carry first aid kits for minor injuries. Instructor to position themselves to ensure that participants remain in full view throughout.	2	1	A


This Risk Assessment should work in conjunction with the generic risk assessment (RA-GEN) and relevant activity's Safe Operating Procedure (SOP-).

This Risk Assessment should work in conjunction with the generic risk assessment (RA-GEN) and relevant activity's Safe Operating Procedure (SOP-).

<b>Hautbois Activity Centre Safe Operating Procedure</b>			
Climbing SOP-CLI21			
Location: 3D Map ref. - A	RA-CLI21	LP-CLI21	
<b>Review Date:</b> September 2021			
<b>Must be used in conjunction with Generic Safe Operating Procedure (SOP-GEN21)</b>			

<b>Qualifications Required: (Instructors must be at least 18 years of age)</b>
<ul style="list-style-type: none"> <li>Minimum - Current Girlguiding UK Level 1 Climbing and Abseiling award for guiding groups and/or a Current LEA Climbing and Abseil Award for Non-Guiding Groups E.g. Climbing Wall Supervisors Award.</li> </ul>
<b>Activity Area:</b>
<ul style="list-style-type: none"> <li>Check area by wall for any items that may cause damage.</li> <li>Visual check of the tower, wall, staircases and edge of wall for debris that may fall or damage the tower.</li> <li>Visual check of Safety lanyards and anchor slings</li> </ul> <p>When checking inside the tower shut the tower door behind you to prevent unauthorised access.</p>
<b>Equipment:</b> Visual checks of all equipment must be done before each session.
<ul style="list-style-type: none"> <li>Harnesses to be loosened and laid out ready for the group</li> <li>Helmets to be laid out with harnesses fully loosened.</li> <li>Instructor must be fitted with a Helmet when setting up the climbing routes.</li> <li>The tracer cords in position are to be used for the setting up of the climbing ropes.</li> <li>Climbing ropes must be set up in the following fashion. <ul style="list-style-type: none"> <li>Jane Lanyard attached to ballast using karabiner.</li> <li>A clove hitch tied into Jane lanyard for karabiner and gri gri attachment.</li> <li>Karabiner for belayer attaches to the free end of the Jane Lanyard.</li> <li>The gri gri is then attached to climbing rope.</li> <li>A figure of eight to be tied in both ends of climbing rope.</li> <li>The live end of the rope will be attached with a re-threaded figure of eight &amp; stopper knot.</li> </ul> </li> </ul> <p>The Climbers must be attached to the safety rope with a re-threaded double figure of eight knot and a DMM Durolock Karabiner.</p>
<b>Session Management:</b>
<ul style="list-style-type: none"> <li>Participants to be asked to remove personal items such as phone from pockets and rings from fingers.</li> <li>Introduce and explain the correct fitting of the harnesses and Helmets</li> <li>Each participants harness and helmet must be checked by the instructor before they can climb</li> <li>The following safety rules must be highlighted to all participants (confirming their understanding) <ul style="list-style-type: none"> <li>Helmets must be worn in the fenced area at all times.</li> <li>If Helmets or Harnesses are taken off at any point in the session they must be checked for correct fitting by the Instructor before the participant can climb.</li> <li>Participants are not allowed directly below climbers at any point.</li> <li>Participants are not allowed to lower each other off climbs</li> </ul> </li> <li><b>Only one side of the wall can be used at any one time.</b></li> <li>Introduce bellringer belaying to the group. <ul style="list-style-type: none"> <li>There must be a member of the group attached to the ground ballast before a climber can climb</li> <li>There must be at least one other member of the group to assist in the belaying by pulling the rope through the Grigri.</li> </ul> </li> <li>The climber is attached to the safety line on the attachment point using the appropriate connection method.</li> <li>The Instructor must check the Climbers connection prior to climbing.</li> <li>Climbers are coached in techniques for climbing recommended by the Girlguiding Climbing and Abseiling scheme.</li> <li>Following the final session of the day all equipment must be returned to store and any faults or defect be reported to the Activities manager.</li> <li>Any incidents/near misses with the participants must be reported to the Centre Manager and an Incident form completed as appropriate.</li> </ul> <p>In the event of an emergency Instructors to follow the Staff accident and incident emergency procedure.</p>

This Risk Assessment should work in conjunction with the generic risk assessment (RA-GEN) and relevant activity's Safe Operating Procedure (SOP-).

<b>Hautbois Activity Centre Safe Operating Procedure</b>			
Monkey Climbing SOP-MCL21			
Location: 3D Map ref. - N	RA-MCL21	LP-MCL21	
Review Date: September 2021			
<b>Must be used in conjunction with Generic Safe Operating Procedure (SOP-GEN21)</b>			

<p><b>Qualifications Required: (Instructors must be at least 18 years of age)</b></p> <ul style="list-style-type: none"> <li>• Minimum - Current Girlguiding UK Level 1 Climbing and Abseiling award for guiding groups and/or a Current LEA Climbing and Abseil Award for Non-Guiding Groups E.g. Climbing Wall Supervisors Award.</li> <li>• In house Monkey Climbing training</li> <li>• First aid certificate - 1 day minimum.</li> </ul>
<p><b>Activity Area:</b></p> <ul style="list-style-type: none"> <li>• Check the area around the tree is clear and accessible.</li> <li>• Visual check of the tree for dead wood, hanging branches and poor tree health (fungus etc).</li> <li>• Visual check of the surrounding trees for dead wood hanging branches and poor tree health (fungus etc).</li> <li>• At the first session use a visual check of all the climbing holds and ratchet straps and belay sling must be done.</li> <li>• Visual check of anchor tree for stability and rot.</li> </ul>
<p><b>Equipment:</b> Visual checks of all equipment must be done before each session.</p> <ul style="list-style-type: none"> <li>• Centre equipment to be used only</li> <li>• Full body harnesses to be loosened and laid out ready for the group.</li> <li>• Helmets to be laid out with harnesses fully loosened.</li> <li>• The tracer cord in position are to be used for the setting up of the Safety rope.</li> <li>• Safety rope must be set up in the following fashion.</li> <li>• A bowline knot with a stopper knot must be tied around the base of the ballast tree stump.</li> <li>• Above the Bowline tie a double figure of eight knot. Attached the GriGri + and belayer's karabiner to the eye of this knot.</li> <li>• The live end of the rope will be attached to the climber with a figure of eight with screw gate karabiner.</li> <li>• The Climbers must be attached to the safety rope with a screw gate karabiner and a re-threaded double figure of eight knot with stopper knot.</li> </ul>
<p><b>Session Management:</b></p> <ul style="list-style-type: none"> <li>• Introduce and explain the correct fitting of the harnesses and Helmets</li> <li>• Each participant harness and helmet must be checked by the instructor before they can climb</li> <li>• The following safety rules must be highlighted to all participants (confirming their understanding) <ul style="list-style-type: none"> <li>• Helmets must be worn in the climbing area at all times.</li> <li>• If Helmets or Harnesses are taken off at any point in the session they must be checked for correct fitting by the Instructor before the participant can climb.</li> <li>• Participants are not allowed directly below the descent line as participants are descending.</li> <li>• Participants are not allowed to lower each other off climbs</li> </ul> </li> <li>• Introduce group belaying to the group. <ul style="list-style-type: none"> <li>• There must be a member of the group attached to the ground ballast before a climber can climb</li> <li>• There must be at least one other member of the group to assist in the belaying by pulling the rope through the Grigri.</li> </ul> </li> <li>• The climber is attached to the safety line by their belay attachment point. Using the appropriate connection method.</li> <li>• The Instructor must check the Climbers connection prior to climbing.</li> <li>• Climbers must take the steps to the base of the tree. (The safety line must be slack until the climber has reached the bottom of the tree)</li> <li>• Once the climber's feet reach the top of the ladder a half hitch must be tied in the dead rope by the Grigri +.</li> <li>• Climbers are coached in techniques for climbing recommended by the Girlguiding Climbing and Abseiling scheme.</li> <li>• A review of the session should be built into the session.</li> <li>• At the end of the session the ropes must be pulled up and the ladder taken down and locked up. Harnesses and helmets must be brought back to the activity store.</li> <li>• Following the final session of the day all equipment must be returned to store and any faults or defect be reported to the Assistant manager or lead instructor.</li> <li>• Any incidents/near misses with the participants must be reported to the Centre Manager and an Incident form completed as appropriate.</li> <li>• In the event of an emergency Instructors to follow the Staff accident and incident emergency procedure located in the first aid kit.</li> </ul>

This Risk Assessment should work in conjunction with the generic risk assessment (RA-GEN) and relevant activity's Safe Operating Procedure (SOP-).