

Hautbois Activity Centre Risk Assessment		
OBSTACLE COURSE		
Assessment Code: RA-OBS22	SOP Code: SOP-OBS22	Lesson Plan Code: LP-OBS22
Review Date: November 2022	Assessor: Abbie Stewardson	Tech Advisor: Rory Howard



Description: A course running the length of Glebe field with various obstacles designed to develop and promote team working. Ratio of 1:16


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
Equipment Failure	Participants	Splinters from wooden structures, posts & elements becoming loose, ropes fraying, general wear/wear through misuse.	Regular activity checks carried out and recorded. Visual checks carried out prior to use by instructors. Clients to inform staff of any breakages.	2	1	A
Poor Instruction & Supervision	Participants	Injury through poor briefing, poor/lack of supervision and monitoring of behaviour.	Leader to follow safe operating procedures. All participants to be supervised on obstacles by either a Hautbois Instructor or responsible adult. Walk through of obstacles to be done prior to start.	2	2	A
Collisions with Other Users	Participants, Leaders & Instructors	Being fallen on, colliding with other users.	One person only on obstacles that have a balancing element, no overtaking. Clients instructed on how to 'spot' correctly and where to stand. Made aware of potentially difficult elements and to be vigilant when spotting their partner.	2	1	A
Debris in Operation Area	Participants, Leaders & Instructors	Landing on debris when dismounting obstacles, tripping on branches	Area is cleared at the beginning of the session, and during session as required. Activity suspended in extreme weather.	2	1	A
Minor injuries- cuts, bruises & bumps	Participants, Leaders & Instructors	Slips, trip and falls through environmental factors or user error.	Leader to follow safe operating procedures. All participants to be supervised on obstacles by either a Hautbois Instructor or responsible adult. Participants warned if obstacles are wet and may be slippery. Closed toe shoes only on activities.	2	3	A
Tunnel	Participants	Hitting head and back on entrance, roof and exit of tunnel	Participants to be supervised by instructor or another participant when exiting tunnel to ensure they do not stand up too early and if blindfolded, 'spotted' by another participant. Regular checks on tunnel state of repair.	2	2	A
Cargo Net	Participants, Leaders & Instructors	Falling from top, rope burn	Participants are not permitted to stand at the top of the net and are encouraged to climb in the centre. Instructors are to spot participants when descending the net and ensure participants climb the net in a controlled manner. Appropriate clothing & footwear to be worn during activity.	2	2	A
Wobbly Bridge	Participants, Leaders & Instructors	Falling from bridge, Hitting legs on wooden slats.	Participants to be supervised and if blindfolded, 'spotted' by another participant. Regular checks on bridges state of repair	2	2	A

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

Hautbois Activity Centre Safe Operating Procedure			
Obstacle Course SOP-OBS22			
Location: 3D Map ref. - Q	RA-OBS22	LP-OBS22	
Review Date: November 2022			
Must be used in conjunction with Generic Safe Operating Procedure (SOP-GEN22)			

Qualifications Required: (Instructors must be at least 18 years of age)

- The session must be run by a responsible adult.
- The instructor must be at least 18 years old and hold a valid First Aid certificate.
- The instructor must have signed to say they have read, understood and will adhere to our procedures.

Activity Area:

- Clear any large pieces of debris that are in the pathways.
- Check each obstacle for breaks/splinters damages
- Check overhead for any loose branches

Equipment: Visual checks of all equipment must be done before each session.

- Check blindfold elastics and lenses for breaks
- Ensure that cups are clean and that the water container is full.
- First aid kit
- Check all helmets are clean and laid out ready for use.

Session Management:

- Instructor to introduce themselves to the participants and escort them to the obstacle course area.
- The group must be briefed in an appropriate area with regard to the correct behaviour/conduct required throughout the session and how the activity is to be run.
- Equipment should be explained and demonstrated how to spot in groups safely.
- Instructor or participant to stand by the exit of the tunnel and inform participants when it is safe to stand.
- Blindfolded participants must have their hands free to detect obstacles and always have at least two supporting participants with them. Supporting participants sole focus must be to guide the blinded participant safely.
- Explanation of possible hazards around the woodland
- Explanation of possible obstacle hazards such as the tunnel
- A walk through of the obstacles should be completed
- Importance of teamwork and getting group through the obstacles safely should be explained to all participants
- Instructors must stand by the final cargo net and promote a controlled climb and descent. The instructor must also spot participants on their descent
- A review of the activity should be built into the session
- On completion of the session participants assist in returning all the equipment safely and appropriately. Instructors must check all equipment is returned to the correct place.
- Following the final session of the day all equipment must be returned to store and any faults/defects reported and recorded
- If any repairs are required to equipment, then instructors are asked to make the repairs where possible or place them in the decommissioning bin.
- Any incidents/near misses with the participants must be reported to the Centre Manager and an Incident form completed as appropriate.
- In the event of an emergency Instructors to follow the Staff accident and incident emergency procedure located in the first aid kit.