

Person Affected	Hazard(s) Identified	Existing Controls?	Risk Rating * Severity x Likelihood			What further action is recommended?	Action by whom?	Date action due	Date action done
			S	L	S x L				
Participants and visiting staff Instructor	Slips, trips and falls	<p>Safety/Activity briefing for all participants, and constant monitoring throughout the session</p> <p>Potential hazards explained in advance and techniques for getting over/ through them</p> <p>Vigilance of instructors in watching out for hazards or hazardous behaviour</p> <p>Participants to wear suitable footwear</p> <p>Instructor to adopt a position of greatest use (POGU) strategy in higher risk areas</p> <p>Utilise visiting staff to maintain high standards of group control</p> <p>Helmets may be worn if instructor feels it is appropriate</p> <p>Management of group</p> <p>Encourage teamwork / good communication</p>	3	2	6				
Participants and visiting staff Instructor	Failure of equipment or vandalism	<p>Activity run in accordance with standard operating procedures (SOPs) and activity notes</p> <p>Safety/Activity briefing for all participants, and constant monitoring throughout the session</p> <p>Check venue/ equipment before use where possible and during activity</p> <p>Avoid any areas of concern</p>	1	2	2				

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			S	L	S x L				
Participants and visiting staff Instructor	Collision / bumping into apparatus / people	Activity run in accordance with standard operating procedures (SOPs) and activity notes Safety/Activity briefing for all participants, and constant monitoring throughout the session Instructor training/ observations Helmets may be worn if necessary Brief extra staff to supervise and support Encourage teamwork / good communication	2	2	4				
Participants and visiting staff Instructor	Bio-hazards, mud	Safety/Activity briefing for all participants, and constant monitoring throughout the session Instructor vigilance Group to wash hands on return to the centre	2	2	4				
Participants and visiting staff Instructor	Extreme weather Too hot, too wet, cold or windy	Safety/Activity briefing for all participants, and constant monitoring throughout the session Group to be appropriately dressed for the conditions Instructor to watch for signs of dehydration / hypothermia Forecast checked before the activity if concerned. Adjustments to course made i.e. stay out of woods if concerned about wind. End session early if the weather is a concern	3	2	6				

Assessor's Signature – Where a review takes place resulting in no changes to the assessment and risk rating this form can be re-signed, dated, any relevant comments made and a note added for the next review date.

Print	T DARLINGTON	Date	20/3/19	Comments	
Sign					