



# Risk assessment form (H&S)

<b>Name of assessor(s)</b>	Tom Tier	<b>Group / Establishment:</b>	SORLS / SSE
<b>Date</b>	20/01/2020		

<b>What is the workplace / activity / equipment / conditions (delete as appropriate) being assessed:</b>	<b>How was the assessment done?</b> e.g. desktop exercise, site visit, in consultation with employees, managers, safety representatives?	<b>Next review date:</b>
		Jan 2021
High Ropes Course is a purpose-built activity base and is inspected annually by an ERCA approved inspector. Staff training is carried out by senior staff/managers with appropriate NGB qualification and experience under supervision / instruction of the technical advisor (MIC). Equipment is stored next to activity base in a locked cabin.	On-site assessment by Senior Instructor (RCI) and Lead Instructor (ERCA Instructor) & technical advisor, Pete goldsmith (MIC)	<b>Mobile reception / nearest landline</b>
		ODC and House main office

Who could be harmed, and how?	What is already being done to control the risks?	*Risk Rating Severity x Likelihood			What further action is recommended to reduce risks further?	Action by whom?	Date action due	Date action done
		S	L	S x L				
<b>All participants</b> – being hit by an object from above	<ul style="list-style-type: none"> <li>Helmets to be worn by all whilst in gravelled area</li> <li>Safety brief given to all at the start of the session</li> <li>Continuous monitoring of whole group during the entire session</li> <li>Positive encouragement and guidance given to all throughout the session</li> <li>Accompanying adults to assist with group management</li> <li>Participants reminded to remove unwanted layers, tie shoes correctly, remove objects from pockets</li> </ul>	2	1	2				
<b>All participants</b> – leaving the ground without being attached to safety rope or	<ul style="list-style-type: none"> <li>Instructor in control of session at all times</li> <li>Group encouraged to use the 'check check' system</li> <li>Instructor to check each participant before they</li> </ul>	5	1	5				

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being incorrectly attached to the rope	<ul style="list-style-type: none"> <li>begin to climb</li> <li>A calm approach, manor and control throughout the session</li> <li>Safety brief for all participants</li> <li>Continuous monitoring and checking of all participants</li> <li>Positive encouragement &amp; guidance throughout the session</li> <li>Accompanying adults to assist with group control</li> <li>While session not in use, the ladder should be stored &amp; locked onto the fence-stopping access to elements</li> </ul>							
<b>All participants</b> – falls due to safety equipment failure	<ul style="list-style-type: none"> <li>Only centre owned equipment to be used</li> <li>Manufacturers guidelines to be followed with regard to use, storage and replacing</li> <li>Kit and facility inspections completed as per SSE Outdoors equipment management procedure</li> <li>Instructors to check for damage, wear &amp; tear during setting up and sessions</li> <li>Damaged / worn equipment to be placed into the 'out of use bin' and corresponding defect form filled out</li> <li>Harness, helmet &amp; carabiners to be visually checked by instructor before each climb commences</li> <li>'Check, check' systems in place to encourage multiple checks of all PPE.</li> <li>Instructor to check belay system &amp; participants prior to climber leaving the ground</li> </ul>	5	1	5				
<b>All participants</b> – falls due to operator error	<ul style="list-style-type: none"> <li>Approved systems of belaying to be used as recommended by the NGB &amp; centre training procedures</li> <li>Positive encouragement &amp; continuous checking of all participants throughout the session</li> </ul>	5	1	5				

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	<ul style="list-style-type: none"> <li>Instructor must be in control of lowering participants, this can include the instructor tailing the rope and allowing participants to operate the belay device. Only if participants have demonstrated they are safe and sensible enough to do so</li> <li>If the GRIGRI+ device needs to have the panic function overridden due to participant not being heavy enough, then only the instructor to complete the lower (in line with manufacturers guidelines)</li> <li>'Check, check' systems in place to encourage multiple checks of all PPE.</li> <li>Accompanying adults to assist with general group control</li> </ul>							
<b>All participants</b> – slips, trips & falls on the ground	<ul style="list-style-type: none"> <li>Safety brief given to all participants</li> <li>Walking expected at all times</li> <li>Group to be closely monitored when moving around activity base</li> </ul>	1	2	2				
<b>All participants</b> – clothing or hair entrapment	<ul style="list-style-type: none"> <li>SOP guidance to be used regarding clothing and long hair</li> <li>Regular staff training to refresh rescue techniques</li> <li>Participants asked to tie up long hair and secure clothing</li> </ul>	3	1	3				
<b>All Participants</b> – Psychological scaring	<ul style="list-style-type: none"> <li>We use a challenge by choice model</li> <li>Every participant may change their mind about having ago, as long as it is safe to do so</li> <li>Instructor training regarding soft skills, communication and facilitation</li> <li>Clear instructions and demonstrations by the instructor where needed</li> <li>Start off with small targets and increase to suit</li> </ul>	4	2	8				

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	<ul style="list-style-type: none"> <li>individual's progressions</li> <li>Celebrate all success and achievements</li> </ul>							
<b>All participants – participant getting stuck/ refusing to move</b>	<ul style="list-style-type: none"> <li>Encourage participant down if possible</li> <li>If further assistance is needed, then send up the accompanying adult or a sensible friend / teammate</li> <li>If further assistance is still required, then utilising other methods can be used in line with NGB &amp; centre training procedures</li> </ul>	3	2	6				
<b>All participants – misuse / damage to equipment</b>	<ul style="list-style-type: none"> <li>Safety brief</li> <li>Continuous monitoring</li> <li>Equipment checks, before during and after each session</li> <li>Activity to be run in accordance with SOP's</li> <li>Referral to learning objectives</li> <li>Equipment stored correctly and in line with manufacturers guidelines</li> <li>Reporting of faulty or worn equipment</li> <li>Kit and facility inspections completed as per SORLS equipment management procedure</li> <li>Instructors to check for damage, wear &amp; tear during setting up and sessions</li> </ul>	5	1	5				
<b>All participants – poor behaviour</b>	<ul style="list-style-type: none"> <li>Instructor training and regular updates</li> <li>Safety brief and expectations given to all participants</li> <li>Early intervention</li> <li>Reinforcement of ground rules and expectations throughout the session</li> <li>Abandonment of session should instructor deem it unsafe due to poor behaviour or external</li> </ul>	4	2	8				

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	factors <ul style="list-style-type: none"> <li>Utilise accompanying adults to maintain good group control</li> </ul>							
<b>All participants</b> – poor weather, high winds, electric storms	<ul style="list-style-type: none"> <li>Weather forecast to be checked at the start of the day and throughout if bad weather forecast</li> <li>Activity ceased should lightening be within 2 miles</li> <li>Alternative activity substituted should weather be too bad in the morning – discussed at AM briefing where necessary</li> </ul>	2	4	8				

\* [Click here](#) for guidance in calculating Risk Rating. Rate the **severity** of the potential harm (between 1-5, where 5 is fatal) and the **likelihood** of the harm occurring (again 1-5 where 5 is very likely). Guidance is at .HS 004

<b>Please now pass this assessment to your manager for approval</b>				
<b>Name of assessor's manager:</b>	Kirsty Darlington	<b>Date:</b>		<b>Manager's comments</b>
<b>Signature:</b>				