

Covid-19 restarting face to face Scouting risk assessment

Name of Section or Activity	Monday Scouts Walk from Beaver Lodge around Parkend September to November 20	Date of risk assessment	25/8/20	Name of who undertook this risk assessment	Fiona Morrissey	COVID-19 readiness level transition	Red to Amber
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Hazard Identified? / Risks from it?	Who is at risk?	How are the risks already controlled? What extra controls are needed?	What has changed that needs to be thought about and controlled?
<p>Hazard – something that may cause harm or damage. Risk – the chance of it happening.</p>	Young people, Leaders, Visitors?	<p>Controls – Ways of making the activity safer by removing or reducing the risk from it. For example - you might use a different piece of equipment or you might change the way the activity is carried out.</p>	Keep checking throughout the activity in case you need to change it...or even stop it! This is a great place to add comments which will be used as part of the review.
Maintaining social distance at drop off and pick up: higher risk of infection spread if social distancing not maintained.	Parents and young people	<p>Parents / carers stay in their vehicle, and wait until leader in charge and team arrives to run session</p> <p>Once at least 2 adult leaders arrive, meet on area away from but in view of the car park so Scouts can walk across.</p> <p>Leaders to brief and remind Scouts about maintaining 2m distance.</p> <p>Leaders to register Scout as in attendance on printout of event from OSM.</p> <p>Parking in car park not on road</p> <p>Collection parents / carers to stay in cars and wait for the young people to come to them.</p>	
Group Management	Adults and young people	<p>Group (bubble) size to be as dictated by HQ</p> <p>Each section to record on OSM young people attending each session to make sure bubble size is maintained</p> <p>Where bubble size needs splitting then siblings should be in same bubble and groups should stay the same each session, they attend</p> <p>Numbers will be managed by parents needing to book their Scout in to an event on OSM that has limited places. If a Scout turns up that hasn't been booked in, they will be sent home</p> <p>Attendance records of each session should be kept in case track and trace is required</p>	
Toilet facilities	Adults and young people	Request that scouts use the toilet before coming to Scouts to minimise use of the toilet. Only one person at a time to access the lodge to use the toilet facilities	

Additional information can be found in the [Safety Checklist for Leaders](https://scouts.org.uk/safety) and other information at scouts.org.uk/safety

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		Identify which toilets to be used for young people and which for adults Only one young person's toilet is available for Monday Scouts which will be clearly identified with a sign on the door Use of electric hand dryers to dry hands Hand sanitiser installed in main lodge entrance	
Kitchen	Adults	Kitchen area to be accessed by side door if required	
Hygiene of toilets: higher risk of infection spread if hygiene not carried out.	Adults and young people	toilet facilities cleaned after sessions; cleaning equipment available to leaders with safe storage.	
Hygiene of activity equipment: Higher risk of infection spread if hygiene not carried out.	Adults and young people	Brief scouts at beginning of walk to stay 2m apart. Each Scout to be given their own map, pencil and set of instructions that have been cleaned with antiviral spray and handed out by a leader wearing gloves. Scouts to clean hands with alcohol gel at beginning and end of session. Leader/Adult to open gates	
Supply of hand wash stations outside for when Adults and young people arrive during sessions	Adults and young people	Supply alcohol gel to avoid need to supply drying facilities Automatic hand sanitiser units to be issued to leaders or made available externally Pack of disposable gloves to be available if automatic hand sanitiser is not available for adults to dispense hand sanitiser via pump dispenser,	
Refreshments during sessions	Adults and young people	All to bring drink and snack in their own bag	
Adverse weather	Adults and young people	Leader in charge to check the weather forecast the night before. If the weather forecast is excessively wet, cold, or windy then the event will be cancelled. All to wear suitable outdoor clothing and footwear. Parents will be briefed on OSM event page what clothing and equipment is needed.	

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Use of outdoor spaces: uneven ground, access to space less controlled, cannot be cleaned	Adults and young people	Muddy, uneven ground. All to wear suitable footwear and bring a torch. Session time will start 1 hour earlier (6pm) to make use of available light before the clocks change. Briefing at start of session about keeping safe in outdoor spaces	
Traffic walking to the station from Beaver Lodge, Crossing roads and railway line	Adults and young people	Adults and Scouts to wear Hi-vis vests that have been cleaned with anti-viral spray and handed out by Leader wearing gloves. Single file when walking on pavement. Adult to ensure road/railway line are clear before crossing	
1 st aid equipment	Adults and young people	Leaders to carry the Monday Scouts allocated 1 st aid kit	
Accident recording	Adults and young people	If any accident occurs during section meetings, then details should be filled in the accident book Electronic version to be made during Covid if used to be sent to GSL and Secretary by e mail	
Emergency calls Ambulance / Police / Fire	Adults and young people	Additional Phone to be placed in main hallway of Beaver Lodge. Leaders to carry mobile phones on walk.	
Evacuation of site	Adults and young people	Emergency congregation point to be moved from small gate entrance to wooded area and placed by stile.	
<p>Review: This risk assessment is for a section to move from one COVID Readiness alert level to the next, an additional risk assessment should be produced for each move proposed.</p>			

Checked by Line Manager	Name, Role / level Date	Checked by Executive	Name, Role / level Date
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Approved by Commissioner	Name, Role / level Date	Approved by Executive	Name, Role / level Date
Notification of level change	Date and by who		

We take personal data privacy seriously. The data in this form is used to assess the suitability for the return to face to face Scouting based on the controls put in place. The personal data in this form is used to identify the individuals who have completed and approved the risk assessment. This includes the individual who undertook the assessment, the line manager, Executive members, and County Commissioner, who will all have access to this data. Scouts headquarters will retain this data for 3 years after the Covid-19 readiness level goes to 'Green' and does not return to 'Amber' or 'Red' to act as evidence of the assessment taking place. For further details on the Scouts data processing stance please visit our Data Protection Policy here. <https://scouts.org.uk/DPPolicy>.