

Covid-19 restarting face to face Scouting risk assessment

Name of Section or Activity	1st Royal Forest Wednesday Beavers Beaver Lodge September 9th to Nov 4	Date of risk assessment	27 august 2020 Updated 2 September	Name of who undertook this risk assessment	K. Billingham Updated by G Ovens	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.</p> <p>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.</p> <p>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.
<p>We've provided some examples of hazards and potential control measures to help start your thinking on developing your risk assessment and plans for restarting face to face scouting. Make sure you customise all content in red so that it is relevant to your local situation and understood by those developing it and those reviewing it. Do not include any unnecessary data that could personally identify an individual, such as the name of a youth member.</p>			
Maintaining social distancing at drop off and pick up. High risk of infection spread if social distance not maintained.	Parents and young people. Leaders	<p>Parents/carers to park in carpark not on road. Parents/carers need to wait in car if leader in charge has not arrived. Use one way system down gravel path to a leader (social distance) with the register to sign young person in and sanitise hands. Attendance will be recorded on OSM records in case of track and trace.</p> <p>Parent walk back up main drive to their car. Young person directed onto grass (coloured cones to show where to stand with YLs in circle to play social distance game. E.g charades, simon says, fruit salad etc.</p> <p>Collection parents/carers to stay in their cars and wait for young person to come to them one at a time watched by leaders.</p> <p>Leaders will be able to be contacted via different means, email, messages, phone or zoom meeting if a parent/carer want to pass on information, no 'hanging around' to talk to leaders. Do not admit anybody who feels unwell.</p>	
Management of Leadership adults, parents, and young people who have symptoms or suspected symptoms	Adults and young people	All adults will be asked to let the section leadership know if there is any Covid 19 symptoms within their home, school bubble, work place (if attending),	

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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		If section leadership have symptoms then contact will be made with GSL to see if section can meet either by getting extra help or cancelling the session and contact being made with young people's parents/carers	
Maintain social distance during meeting. High risk of infection spreading if social distancing is not maintained.	Adults and young people	Group max size to be dictated by HQ recommendations. Group may be split into 2 alternate weeks, and stay in those groups to make sure 'bubble' groups are the same each session. Begin in a circle spread out by distancing guidelines, no 'huddle' for dam, use colour cones to indicate where young person should stand/sit. Leaders explain activity from outside the social distance area. Can break off it smaller groups, adult/yls in each group. Keep to same small groups, distancing. Demonstrate activity/instructions using leaders own equipment for struggling young person. Short, simplified and well planned activities/games for young person to be self - sufficient. Remind young people about social distancing before every activity.	
Hygiene of people. Higher risk of infection spreading if hygiene is not carried out.	Adult and young people	Provide hand sanitisers/wash hands for everybody on arrival, during meeting and end of meeting. Leaders clean equipment if used, table, chair etc and make sure the group are distancing and cleaning hands. Each leader constantly assessing activity, allowing adjustments if necessary.	
Hygiene of toilets and equipment. Higher risk of infection spreading if not carried out.	Adult and young people	Toilets, door handles and all equipment being used cleaned thoroughly before young people arrive by adult leaders and again after/during meeting. Only one person at a time to access the lodge to use the toilet facilities. One toilet for young people, one for leaders. Equipment, scissors, pencils etc locked away in own cupboard after use and cleaned throughly. Good preparation of equipment, one each if possible. Minimal sharing of equipment and clear rules, everybody must follow. Good preparation of equipment will help this.	


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management of Young people and Adult s attending	Adult and young people	List of those attending will be kept on OSM If a person contracts Covid or there is a suspected case then leader will contact all attendees or parents to let them know and for them to contact NHS helpline	
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.			

Checked by Line Manager	Name, Gareth Ovens Role / level Group Scout Leader Date	Checked by Executive	Name, Steve McAuliffe Role / level Chair Date 27/08/20 
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>.

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