

Covid-19 restarting face to face Scouting risk assessment

Name of Section or Activity	2nd Bollington Outdoor Scouting fire lighting, axe and saw activity	Date of risk assessment	20/July/2020	Name of who undertook this risk assessment		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.

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.

Maintaining social distance at drop off and pick up: higher risk of infection spread if social distancing not maintained.	All	<p>The car park access to the front of the scout hut will be coned off. Cones shall be put away at the end of activity. Red & white hazard tape will mark the area where the axe is used. Tape shall be disposed at end of activity, Cones shall be wiped down with appropriate cleaning fluid, and disposable paper wipes. Open top bins will be put out in advance by the leaders. Parents will be sent in advance document describing protocol for drop off and collection. Copied below.</p> <ul style="list-style-type: none"> • As soon as they arrive, scouts must clean their hands with hand sanitiser. • Parents must drop off scouts and not stay to socialise or chat to other parents. Similarly, at collection. • We can only allow a maximum of ten scouts at each session. If your scouts wants to attend with a friend, they should sort that out in advance. • Only outdoor activities are allowed, the scout hut will be open only for access to toilets. If using the toilets, only one person at a time, and exit the scout hut through the rear door (one way). • The scout kitchen is not available, everyone should bring their own drink. 	
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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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		<ul style="list-style-type: none"> • Risk assessments and safety plans will be sent to all. • Personal data consisting of contact data for those who attended will be kept, and provided to the UK track and trace if requested. • No one displaying symptoms (or member of household/bubble) within the previous 7 days allowed to attend without a negative COVID test. • By registering to attend, parents are certifying no symptoms and agree to inform section leader immediately if symptoms manifest within 7 days of any activity, or known contact has positive COVID test. • Parents must inform leaders in advance if there is any additional medical or other information as a result of Covid-19. No change will be assumed unless parents advise. 	
Maintaining social distance during meeting: higher risk of infection spread if social distancing not maintained.	All	<p>Scouts only to do activity in pairs, and fire lighting as individuals advised to stay at least 2 meter apart, and one leader to take responsibility for ensuring social distance. Each base for pair of scouts at least 2 meters apart. Maximum of ten scouts invited to attend the outdoor session.</p> <p>Regarding the building: Activity Leaders to manage. All entry to be via front door. Exit to be via side door from hall to car park. Signage on doors to indicate. Front door opened and fixed back. Side Door to be opened and held back. Interior Doors to be held open using existing hooks.</p>	
Hygiene of people: higher risk of infection spread if proper hand washing not carried out.	All	<p>Hand sanitiser by all immediately on arrival.</p> <p>Hand sanitiser available on outdoor table to use at any time.</p>	
Hygiene of toilets: higher risk of infection spread if hygiene not carried out.	n/a	<p>Toilets are in main entrance.</p> <ul style="list-style-type: none"> • 1 person at a time • Vacant / Occupied turn sign on outer door. • Open Bin for hand drying towels. • Non touch 'wave' taps installed • Basin and taps to be cleaned by leader after activity. 	

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		<ul style="list-style-type: none"> Activity Leaders shall wipe all door handles prior to checking all doors, internal and external are properly closed and locked. <p>Toilet cleaning protocol</p> <ol style="list-style-type: none"> Toilets & urinal flushed Toilet seats all wiped with disposal paper & disinfectant spary Edge urinal wiped Sinks spay & wipe disinfectant Floor mopped with diluted bleach Clean mop handle & dooe handles Finally, cleaner wash their hands. 	
Hygiene of activity equipment: Higher risk of infection spread if hygiene not carried out.	n/a	<p>Saw</p> <p>Ensure leather gloves are worn, saw is held safely, only 1 scout at a time. Hand sanitiser used by each person before and after wearing safety gloves. Separate disposable glove to be worn inside the leather glove. Saw itself wiped by leader with disposable paper & spray cleaner before and after each use. Gloves shall be left for 72 hours before being used again.</p> <p>Axe</p> <p>Only 1 axe to be used, and wiped down by a leader with disposable paper & spray cleaner before and after each use.</p>	
Use of outdoor spaces: un-even ground, access to space less controlled, cannot be cleaned.	All	<p>Plan to use existing flat gravel area for fires, and flat tarmac area. Cones and tape to be used to separate the area. Everyone briefed on arrival regarding boundaries.</p>	
Administration of first aid: Risk of infection as may not be able to maintain social distance	All	<p>PPE shall be in each first aid kit for first aiders and patients including visor, face masks, disposable gloves and barrier CPR breathing "barrier device"</p> <p>CPR for adults will not use rescue breaths but will use the barrier device for young people.</p>	

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		<p>Nominated leader appointed for duration of the session as first aid responsibility. Any first aid shall be carried out with visor and gloves. Handwashing before and after.</p> <p>Subject to the injury and the need for casualty and first aider to be safe decisions about PPE and distance will be made as appropriate to the situation.</p> <p>Any requirement for close contact due to first aid shall be reported to parent, GSL and District Commissioner.</p>	
Positively design activities with social distancing and reduced exposure to potential infection	n/a	Scouts in pairs, be aware of fire and smoke hazard. Warned not to 'jump' into other people because of smoke. Work slowly and carefully on fire lighting to maintain distance. Scouts round fire with marshmallow to be spaced apart by at least 2 metre.	
Young people and adults with additional needs: Members with additional needs may be more vulnerable to infection and/or increased anxiety levels. They may not understand the need to maintain social distance	n/a	Not applicable – there are no special needs participants in Bollington Scouts.	
Failure to follow rules: Increased risk of Infection as control measures are not followed		Scouts only to do activity in pairs (single for fire lighting), advised to stay at least 2 meters apart, and named leader to take responsibility for ensuring social distance.	
Emergency procedures reflect location: Meeting in unfamiliar places will possibly mean that consideration not given to planning social distancing in emergency procedures		Not applicable – we shall be meeting in familiar location at scout hut external activity area. No change in fire procedure, and same assembly location.	
Drinks	All	Kitchen not to be used, and group mugs and cups not used. All participants advised to bring their own drinks.	

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Number of participants	All	At present no Scouting activities (while NYA status at Amber) will take place indoors and numbers outdoors are limited to 15 including leaders The building is available for Scouts only for use of the toilets.	
Track & trace	All	Activity Leaders shall provide details to track and trace authorities if required. Activity Leaders shall advise all participants and parents/guardians that should they contract COVID-19 within a week of the activity they shall notify the leader for onward notification to the other participants, 2 nd Bollington and the national track-and-trace authorities.	
Control & Permission	Parents	All parents shall be sent this Risk assessment document. Parents will have consented to attend by registering for the outdoor event.	
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, Role : Date:	Checked by Executive	Name: Role : Date:
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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