

4th Epping Forest South RISK ASSESSMENT & SAFETY BRIEFING NOTES

Hiking, including at night (supervised)

Date of Last Amendment	Amended by	Date of Last Review	Last Reviewed By
29/12/2020	Matthew Balchin		
11/07/2021	Matthew Balchin	12/07/2021	Stephen Young

Leaders should notify GSL if their dynamic risk assessments suggest amendments or additions are required

This activity depends on the following mandatory assessments:

- None

Related assessments:

- None

Risk Assessment

Severity Likelihood and Rating Values					
Impact (0 – 10), Likelihood (0 -10) Rating = Likelihood multiplied by Impact (0 - 100)					
All Hazards should fall within the adequately controlled category or lower after mitigation or action required.					
Mitigated Rating	81-100	61-80	21-60	11-20	0-10
Action	Immediate suspension pending further controls	Further controls required before activity run again	Further Investigation to check assessment add controls if necessary	Adequately controlled risk	Trivial Risk

Hazard Identified & Risk(s) Arising	Persons at Risk	Control Measures	Person Responsible	Impact	Likelihood	Rating
Personal injury – trip hazards	Scouts	- Ensure that scouts are wearing appropriate footwear for the terrain and duration of the hike - If hiking at night, ensure that all scouts have a torch (preferably a head torch) and that they are observant to the route and terrain - Ensure that scouts are not bunched up and overly distracted	All leaders	5	2	10
Personal injury – walking on roads	Scouts	- Make sure that scouts are not on roads or car parks unsupervised - Ensure that scouts and leaders are aware of all roads, paths and possible vehicular access on the planned route - For night hikes, use high visibility jackets for leaders and optionally scouts. - When crossing roads, do so in small groups and maintain a lookout, especially if there are blind corners etc. - Avoid walking along roads where possible - If walking along roads, walk on the pavement or verge if possible unless this represents a significant trip hazard or would cause damage - Walk in single file along roads - Walk facing the traffic unless the road layout prohibits this.	SLIC, route planner, all leaders	8	1	8

Weather exposure - risk of heat stroke and sunburn, hypothermia	Scouts	● Make sure that the weather for the duration of the hike is checked before departure and monitored ● Ensure at suitable points that scouts have sufficient water, sun hat, woolly hat, sun cream and waterproofs ● Ask scouts to keep an eye on each other and to highlight to a scout or leader if they see that another scout is suffering from weather exposure	All leaders	4	1	4
Personal injury – inadequate clothing and footwear	Scouts	● Ensure that scouts are carrying or wearing adequate waterproofs, warm clothing if needed and hats etc. ● If the hike passes through areas of long grass or undergrowth, ensure that all scouts are wearing suitable long trousers to prevent ticks, stings and scrapes	All leaders	4	1	4
Personal injury – climbing on fences, gates and trees	Scouts	● Make sure that scouts understand the country code and respect gates, fences etc. ● Ensure that there are sufficient numbers of adult and young leaders dispersed amongst the group.	All leaders	4	2	8
Risk of drowning – where footpaths pass near water	Scouts	● Make sure that all leaders are aware of potential water hazards ● Make sure that scouts are alerted to the hazard at the start of the hike and on the approach the hazard itself ● Use leaders if necessary to mark the area and ensure that scouts pay attention when passing	SLIC	8	1	8
Fatigue / exhaustion	Scouts	● All leaders to keep an eye on scouts ● All scouts should be briefed for signs of fatigue in themselves and others and should alert a leader if necessary ● Make sure that there are plenty of rest stops and that the pace of the hike is suitable to the duration, terrain and participants. ● Ensure that there is a plan for removing a scouts from the hike if necessary and possible and a means of communicating with a home base or the emergency services or other help.	All leaders	4	3	12
Risk from strangers	Scouts	● Remind scouts that they should be alert and be conscious of ‘stranger danger’ ● Ensure that any particular parts of the hike that will have increased chance of encountering	All leaders	9	1	9

		members of the public are understood by all adult leaders and scouts • Ensure that scouts remain in allocated groups and are aware of people around them at all times • Ensure that scouts call for assistance as soon as possible if they feel uncomfortable or in danger, calling 'FIRE' if necessary to attract attention.				
Local plants - risk of poisoning, allergies, rashes	Scouts	• Remind scouts not to pick local wildlife • Remind scouts not to eat local plants and fruit unless permitted to do so by a knowledgeable leader • Ensure that scouts report any rashes, stings etc. as soon as possible.	SLIC	9	1	9
Nuisance – to members of the public, animals, other camp users	Other camp users, members of the public, wildlife	• Make sure that scouts understand and respect the country code where relevant • Ensure that scouts treat members of the public, other scouts and leaders with respect and are aware of the impact of their actions on other users of the site.	SLIC	2	2	4
Risk of getting lost	Scouts	• Ensure that all leaders are aware of the route and have access to paper or electronic maps. • Ensure that all leaders are aware of their location at all times	SLIC	4	1	4

Safety Brief Notes

General Points for Leaders to consider before and during Session

- Recce area to check for hazards and alter plans to avoid unacceptable hazards and record other hazards for safety brief;
- Check location is suitable for activity in light of prevailing weather conditions, including water temperature, and light;
- Keep an eye on weather esp Thunder, lightning, high winds
- Check Scouts have suitable clothing and footwear.
- Remind Scouts to move around in groups of 3 at all times;
- Make sure First Aid kit and mobile phone are available
- Monitor Scouts for signs of adverse reaction to cold or heat, or fatigue or any signs of injury.

Points for Safety Briefing to Participants

- Ensure scouts have sufficient water with them;
- Ensure scouts have a torch if hiking at night
- Ensure each leader are wearing hi-visibility jackets for night hiking
- Ensure scouts have visible clothing when walking on roads
- Ensure scouts have sensible walking boots and clothing
- Make sure scouts walk on the correct side of the road, keep to the verge and keep alert to traffic.
- Walk in single file along roads with no pavement
- Make sure that scouts remain in groups of three
- Ensure scouts have suitable maps, compasses, the ability to use them and an awareness of where they are and where they are going
- Re-enforce that they should not engage with strangers unless they need help after an accident and no leaders are present. Do not accompany strangers.
- Make sure that scouts are aware of the country code
- Make sure scouts do not try to climb or damage trees, gates, fences, etc.
- At key risks points such as bodies of water or poorly visible hazards, ensure that there is a leader monitoring scouts as they pass
- If walking along a section of road with poor visibility of oncoming traffic:
 - Scouts will walk together in small groups of 6, holding and walking inside a rope guide if deemed necessary.
 - There will be one leader at each end of the section and if necessary, on the opposite side of the road to the walkers to provide visibility of approaching traffic and to provide a visible presence to the traffic.
 - be especially aware and have plenty of clear lighting if walking at night
 - Ensure that head torches do not dazzle or confuse oncoming traffic