



Risk Assessment Form

Deer Park, Cowley



Activity: Zip Wire					Date: 01/04/2019 Review: 01/04/2020		
Reviewed by: Sarah Crocombe Position: Centre Manager				Numbers Participants	12 - 24	Sections: Rainbows/Brownies/ Guides/Senior Section/leaders/other groups	
Consent for Activity required: Yes				Venue: Girlguiding Gloucestershire HQ Deer Park, Cowley, Cheltenham GL53 9NJ		Type of instructor qualifications required: Onsite training	
Hazard	Who is affected?	Who is responsible? (S site manager) (I instructor) (L unit leaders)	What controls are in place?	Risk level (L/M/H)	Are further controls necessary?	Action by & date	Review by & date
Unauthorised access to course	Those not meant to be there	S	Restrict access by use of, fencing, chains and warning signs	L	Information to those responsible for groups not using activity who are onsite.	01/04/2019	01/04/2020
Slips & Trips walking to and around activity	Participants and leaders	L, I (with S)	Information given to leaders whilst onsite as to safe way to access the activity and to get to it.	L	Ensure all participants are wearing appropriate foot wear	01/04/2019	01/04/2020
Extreme weather conditions	Participants and leaders	I (with S)	Adventure constructions should not be used during electrical storms, or wind conditions of more than Force 5 on the Beaufort scale	L	Decision of the Instructor/site manager is final	01/04/2019	01/04/2020

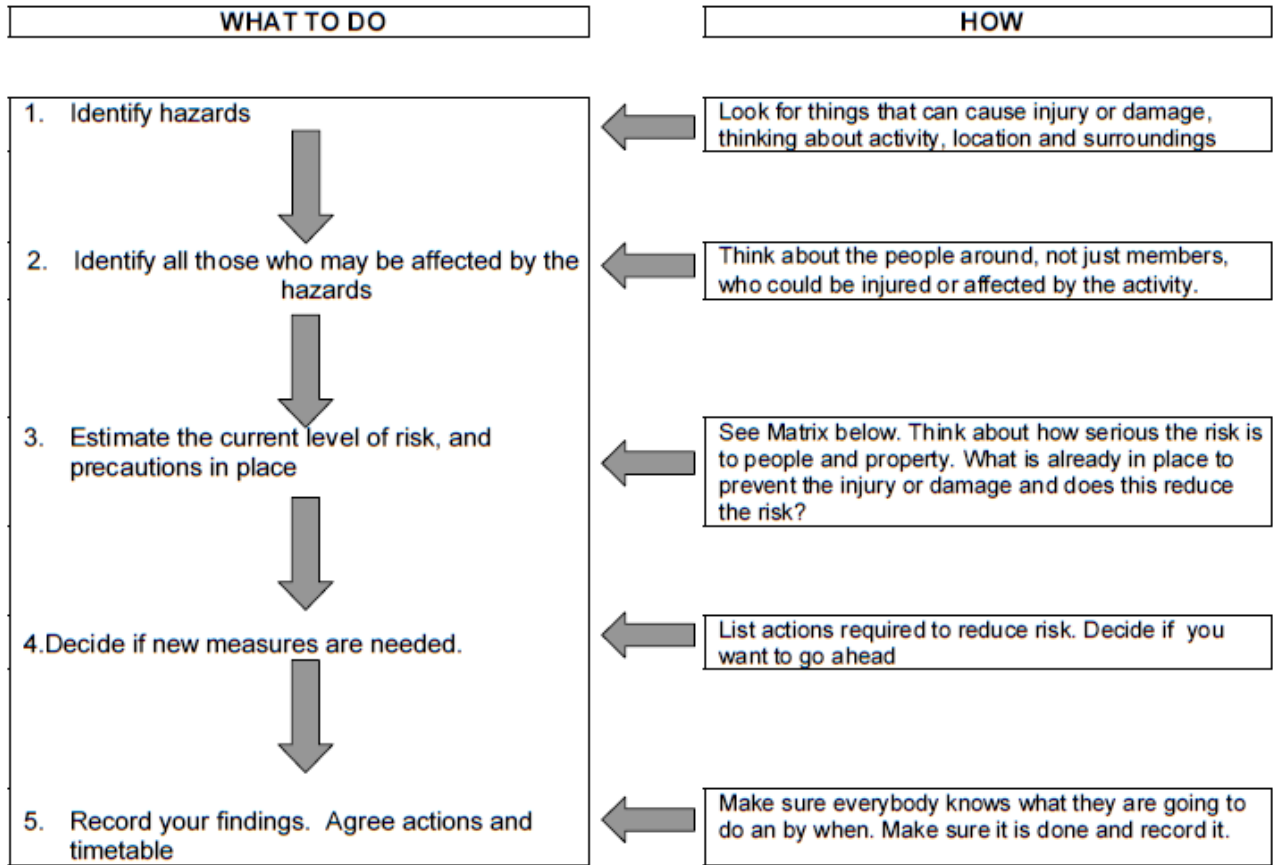
Unqualified staff running activity	Participants and leaders	S	Instructors to be suitably qualified before they are allowed to operate course. No matter what their experience, all instructors should undertake a training course and be assessed by a competent and qualified assessor. This process should be properly documented	L	Only one qualified instructor required on the platform with support from group leaders for releasing at the bottom of the run.	01/04/2019	01/04/2020
Falling or slipping from height	Instructors, Participants and leaders	S and I	All instructors and participants to be connected to the course PPE whilst off ground. Staff to fully brief participants on how to use equipment. When instructors/participants climb stairs to gain access to the activity they should be clipped into a safety system at the top step	L		01/04/2019	01/04/2020
Objects falling from above	Instructors, Participants and leaders	I and L	All participants to remove objects from pocket, loose jewellery. Cameras and mobile phones not to be taken aloft.	L	PPE to CE approved and fitted correctly	01/04/2019	01/04/2020
Too many participants on the course	Instructors, Participants and leaders	I and L	A limit of 12 participants per instructor + 2 leaders per group required.	L		01/04/2019	01/04/2020

Incapacity of participants	Participants	I and S	Relevant medical conditions are made know to the instructors - consent forms completed.	L	Instructor to assess participants before allowing access to activity	01/04/2019	01/04/2020
Inappropriate clothing or footwear	Participants	I. L	Instructors and leaders to ensure that participants are wearing appropriate clothing and footwear	L	No open toed shoes, waterproof and warm as needs be, no vest tops	01/04/2019	01/04/2020
Snagging of jewellery or other personal property	Participants	I and L	Instructors to advise to remove all loose jewellery, badges neckers etc	L	Leaders to organise the safe holding of any removed items	01/04/2019	01/04/2020
Snagging of hair	Participants	I and L	Instructors to advise to tie hair up, in very low pony tail so PPE equipment is able to be fitted correctly	L	Extra hairbands in equipment supplied if needed	01/04/2019	01/04/2020
Chewing gum or other food whilst on the activity	Participants	I and L	Instructors to advise not to chew gum or eat whilst on activity	L	Leaders to ensure group whilst waiting are not going to be eating	01/04/2019	01/04/2020
Impacting objects whilst descending	Participants	S and I	Site manager and instructor to ensure that the path of the zip wire is clear before, during and after each descent Keep the zip wire area clear at all times	L	Ensure site manager is notified if something does look as if it will impede the zip wire in the future.	01/04/2019	01/04/2020

Participants needing medical attention	Participants	I, L	A qualified first aider must be present at all times. A list of medical contact numbers, emergency services travel routes to be available, including address and OS ref to get emergency vehicle to site	L	If not the site manager a walkie talkie will provided for the instructor to contact centre manager/nominated person at base	01/04/2019	01/04/2020
Trapped participants	Participants	I, L	Instructors trained in rescue of participants stuck on zip wire	L	Contact local rescue service and brief on location and situation	01/04/2019	01/04/2020
Badly fitting PPE	Participants	S and I	Ensure that equipment fits safely before beginning.	L	If too small or over 18 stone then unable to participate	01/04/2019	01/04/2020
Inappropriate PPE	Instructor and Participants	S and I	Ensure using only equipment supplied by Deer Park, and that has been checked	L	Log books for all equipment is available	01/04/2019	01/04/2020
Damage to hands	Instructors, leader removing at end of run and participants	S and I	Ensure instructors are taking care when clipping in and on the wire. Ensure leader unclipping is taking care.	L	Participants given instructions not to touch wire or black safety line.	01/04/2019	01/04/2020
Leader taking participants of the run	Leader removing at end of run	I	Ensure that they are given clear instructions as to what to do, and are competent to do it.	L	Ensure they are paying attention to the start of the wire if needs by use the whistle supplied	01/04/2019	01/04/2020

Zip collision	Participants	I	Ensure that previous participant has cleared the landing area before starting the next	L		01/04/2019	01/04/2020
Hard landing	Participants	I	Ensure that clear instructions are given to the participants about how to land	L	See medical treatment risk	01/04/2019	01/04/2020
Wasps	All	I	A check for the presence of wasp nests should be done prior to any element being used. Any evidence of a nest should be reported to the site manager on completion of the activity	M	If appropriate avoid the element inquestion	01/04/2019	01/04/2020

RISK MANAGEMENT



RISK ASSESSMENT MATRIX

	Severity	Slight Harm	Harmful
		superficial injuries, minor cuts and bruises	minor fractures, ill health leading to minor disability
Likelihood			Extremely Harmful
UNLIKELY Rarely happens		LOW	multiple injuries, major fractures, fatalities
LIKELY Often happens		LOW	LOW
VERY LIKELY Nearly always happens		MEDIUM	MEDIUM
		MEDIUM	HIGH
		HIGH	HIGH