



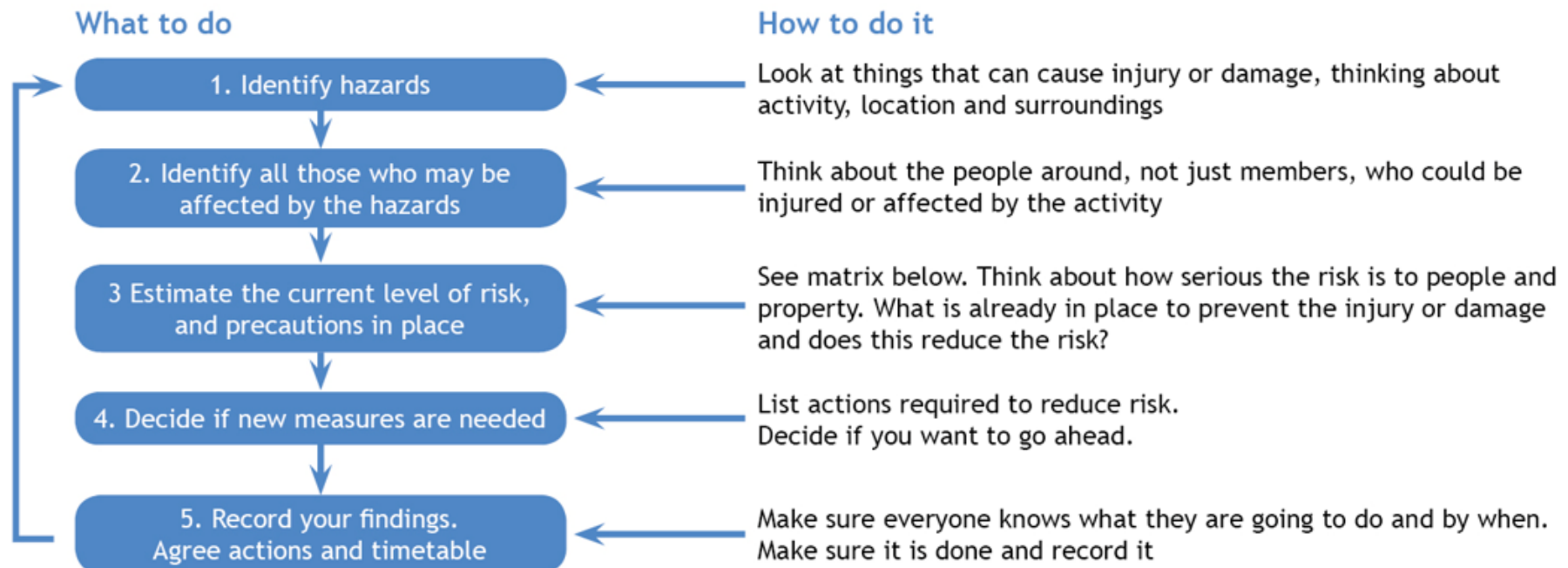
# Risk Assessment: Event/Activity

Using this template, you should risk assess activities, trips and events in line with Girlguiding's Risk Assessment Policy. Using the information on the website and this cover page, you should be able to identify effective risk management strategies and tasks to ensure that activities run safely and effectively.

For more information or support with risk assessments, please speak to your local commissioner.

- **Hazards** are anything that has the potential to cause harm (e.g. cars, trip hazards, exposed electrical wires, theft, etc.).
- **Risk** is the likelihood of something happening, combined with the severity of the harm that could be caused by one or more hazards

Risk management is a dynamic cycle that needs to be repeated in order to effectively manage risk. The frequency of reassessment will depend on activity, and new risks could occur that have not previously been assessed. In this instance, a dynamic risk assessment is required.



Severity Likelihood	Slight harm (Superficial injuries, minor cuts and bruises)	Harmful (Minor fractures, ill health leading to minor disability)	Extremely harmful (Multiple injuries, major fractures, fatalities)
Unlikely (Rarely happens)	Low risk	Low risk	Medium risk
Likely (Often happens)	Low risk	Medium risk	High risk
Very likely (Nearly always happens)	Medium risk	High risk	High risk

### Event information and risk assessment approval:

Event/Activity (brief description): <b>Indoor Curling</b>		Date: <b>06/05/2023</b>
Total attending: Up to 12 participants, plus minimum 1 supporting adults.		Those attending: Girlguiding units or other youth organisations, other charities.
Consent for Event/Activity forms completed:	N/A	Venue: Deer Park Activity Centre
Instructor qualification checked*	N/A	
<b>Decision:</b> once all the actions are carried out can you eliminate or safely manage the risk of harm to ensure you can safely go ahead with this event/activity (i.e. have degree of challenge, harm and risk whilst being confident the control measures in place will keep girls safe)		Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
If you answered 'no' to the above <i>decision</i> question, please explain why:		
Risk assessment completed by: Anne Anderson		Role: Volunteer/Instructor
Risk assessment due for review (must be reviewed with every change to either the activity or government guidance on coronavirus safety measures):		Date: 06/05/2024

<sup>1</sup> Adults refers to adult volunteers who are part of the event/activity delivery team

\*Refer to the Activities Finder for information about instructor qualifications

### Note to leaders:

We recommend you agree with your commissioner in advance how long they will need to review your risk assessment.

<b>Hazards</b> What could cause harm or damage?	<b>Who or what is at risk of being affected and how?</b>	<b>What are you already doing?</b> How have you reduced the risk already?	<b>Likelihood of risk occurring (L/M/H)</b>	<b>Severity of risk (L/M/H)</b>	<b>Are further controls necessary?</b> What else needs to happen to reduce the risk to an acceptable level?	<b>Action by:</b> name/date
Slips, trips and falls	All - injury	Visual checks made before the session starts and any hazards removed.  Rules and safety explained at start of the session.	Low	Low	Adult supervision throughout.  Ensure the group is wearing appropriate footwear. Ensure laces are tied up.  Activity is group leader led and therefore the visiting group is responsible for having a suitably qualified 1 <sup>st</sup> aider and a 1 <sup>st</sup> aid kit.	Group leader - before and at start of each session
Inappropriate clothing/ jewellery	All - injury	Visual check of participants, to ensure they are wearing appropriate clothing and shoes. Remove jewellery.	Low	Low		Group leader - start of session
Excessive stress/ strain	All - injury (muscular)	Gentle warm exercises are recommended.  Follow guidelines and adhere to safe practice.  Reinforce safety messages.	Low	Low	Adult supervision throughout.	Group leader - start of session/ ongoing
Hit by curling stone	All - injury	Follow guidelines and adhere to safe practice.  Ensure the playing area remains empty of participants whilst the game is in progress.	Low	Low	Adult supervision throughout.	Group leader - ongoing

<b>Hazards</b> What could cause harm or damage?	<b>Who or what is at risk of being affected and how?</b>	<b>What are you already doing?</b> How have you reduced the risk already?	<b>Likelihood of risk occurring (L/M/H)</b>	<b>Severity of risk (L/M/H)</b>	<b>Are further controls necessary?</b> What else needs to happen to reduce the risk to an acceptable level?	<b>Action by:</b> name/date
Entrapment of fingers in mechanism	All - injury	Ensure participants know not to place hands/ fingers underneath the stone.	Low	Low		Group leader - start of session
Non-players entering the playing space	Non-players - injury	Ensure any doors entering the playing space are closed and use signage to alert others of the game play in progress.  Inform other building users of the activity.	Low	Low		Group leader - prior to session start
Inappropriate behaviour or pre-existing injuries within the group	All - misuse or lack of control of equipment leading to purposeful or accidental striking of other people, injury	Group leader to be aware of any relevant previous and existing medical issues.  Adult:child ratios to comply with Girlguiding rules.  Group leader to inform activity lead/ instructor of any other issues including behavioural.  Group leader to cease the session if behaviour is deemed to be posing a hazard to the activity.	Low	Medium	Groups must provide at least one adult to supervise their group throughout the session.  Additional adult supervision should be provided by the group if there are known concerns.	Group leader - prior to/ during each session

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Contact with 'foreign objects' in the playing area	All - injury	Inspect area prior to start of session, remove any hazards.	Low	Low		Group leader - start of session
Lack of 1 <sup>st</sup> aid provision	All - worsening injury	Activity is group leader led and therefore the visiting group is responsible for having a suitably qualified 1 <sup>st</sup> aider and a 1 <sup>st</sup> aid kit.	Low	Low		Group leader - prior to the activity starting