



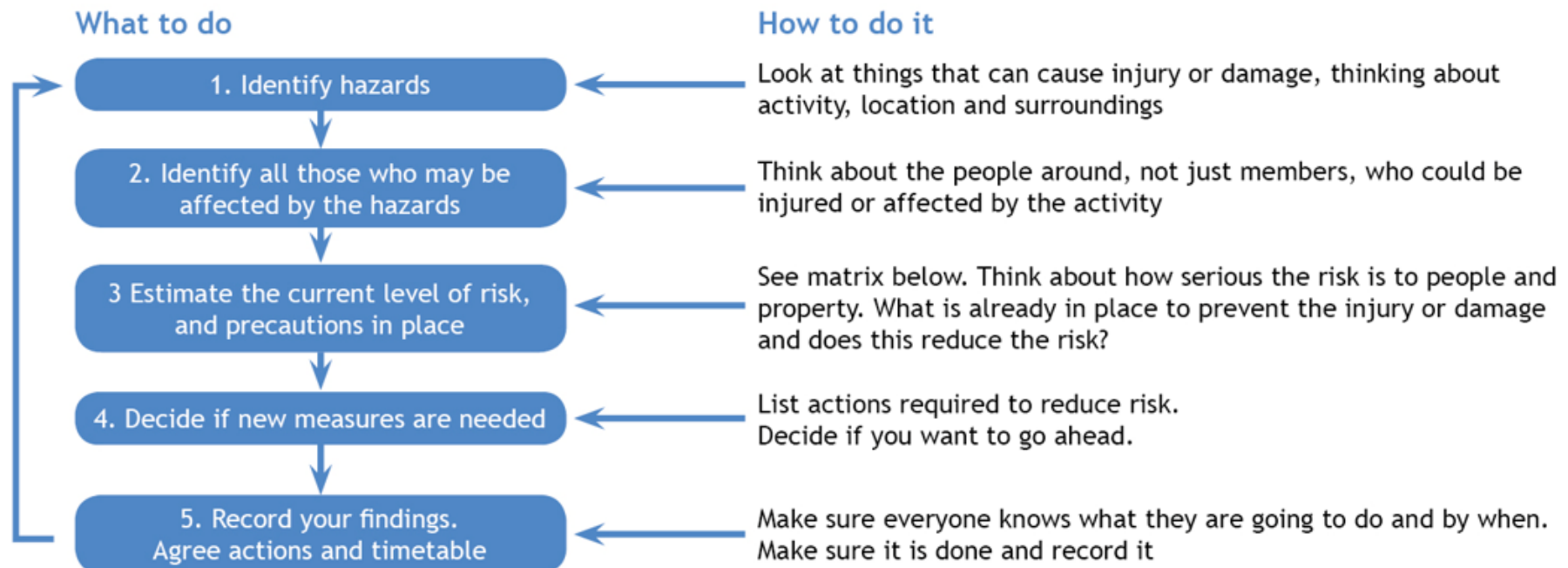
Risk Assessment: Event/Activity

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): Pond Dipping		Date: 05/05/2023
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:	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Venue: Deer Park Activity Centre
Instructor qualification checked*	N/A	
Decision: 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: 23/10/2023

¹ 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.

Hazards What could cause harm or damage?	Who or what is at risk of being affected and how?	What are you already doing? How have you reduced the risk already?	Likelihood of risk occurring (L/M/H)	Severity of risk (L/M/H)	Are further controls necessary? What else needs to happen to reduce the risk to an acceptable level?	Action by: name/date
Pond	All - drowning	Adult supervision throughout. Dipping to only occur from the banks using telescopic nets provided. Entering the water is not permitted. Throw line provided with equipment in stable block and should be taken to the pond when activity is in progress.	Low	Low	Pond is shallow.	Group leader - ongoing
Pots, trays and other equipment	All - cuts	Participants briefed about using the equipment in the correct way. All equipment checked at beginning and end of session to ensure no broken, sharp plastic. Any broken equipment to be reported to the Deer Park team.	Low	Low	Equipment checked regularly by Centre team.	Group leader - ongoing Deer Park team - quarterly

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Losing balance with nets	All -injury, falling in the water	<p>Participants briefed about safe way to use nets, including safe distances from others, avoiding leaning too far with net or picking up large, submerged objects.</p> <p>Be mindful of the length of the pole and possibility of catching eyes and other body parts, especially with people crouching down.</p>	Low	Low		Group leader - at the start of each session
Contact with microorganisms	All - disease	<p>All participants to wash hands thoroughly and/or use anti-bacterial gel after handling wildlife and equipment and before eating or drinking.</p> <p>Seek medical attention if symptoms occur.</p>	Low	Low		Group leader - at the end of each session

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Humans damaging the environment	Wildlife - death	<p>Make participants aware of the importance of the welfare of the animals they are handling.</p> <p>Pots pre-prepared with pond water and a little vegetation for shelter.</p> <p>Keep the containers nearby and do not keep invertebrates out in strong sun.</p> <p>Where possible, do not keep predators in the same container as their prey.</p> <p>Use the right size container for animal and be mindful of delicate body parts.</p> <p>Release back to same habitat.</p>	N/A	N/A	<p>No risk to humans</p> <p>Information for group leaders provided prior to the session.</p> <p>All equipment provided.</p>	<p>Deer Park team - prior to each session</p> <p>Group leaders - ongoing</p>

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Extreme weather <ul style="list-style-type: none"> • Sunburn • Hypothermia • Hyperthermia 	All	Deer Park team and group leader to check weather forecast prior to activity and observe conditions throughout. If necessary, change plans. Ensure participants have suitable and adequate clothing including sun protection.	Low	Low	Groups must provide at least one adult to supervise their group throughout the session.	Deer Park team/ group leader - prior to each session Group leader - prior to/ during each session
Wasps	All - Stings	A check for the presence of wasp nests should be done prior to any session. Any evidence of a nest should be reported to the Deer Park team as soon as possible.	Low	Low		Group leader - prior to each session
Lack of 1 st aid provision	All - worsening injury	Activity is group leader led and therefore the visiting group is responsible for having a suitably qualified 1 st aider and a 1 st aid kit.	Low	Low		Group leader - prior to the activity starting