



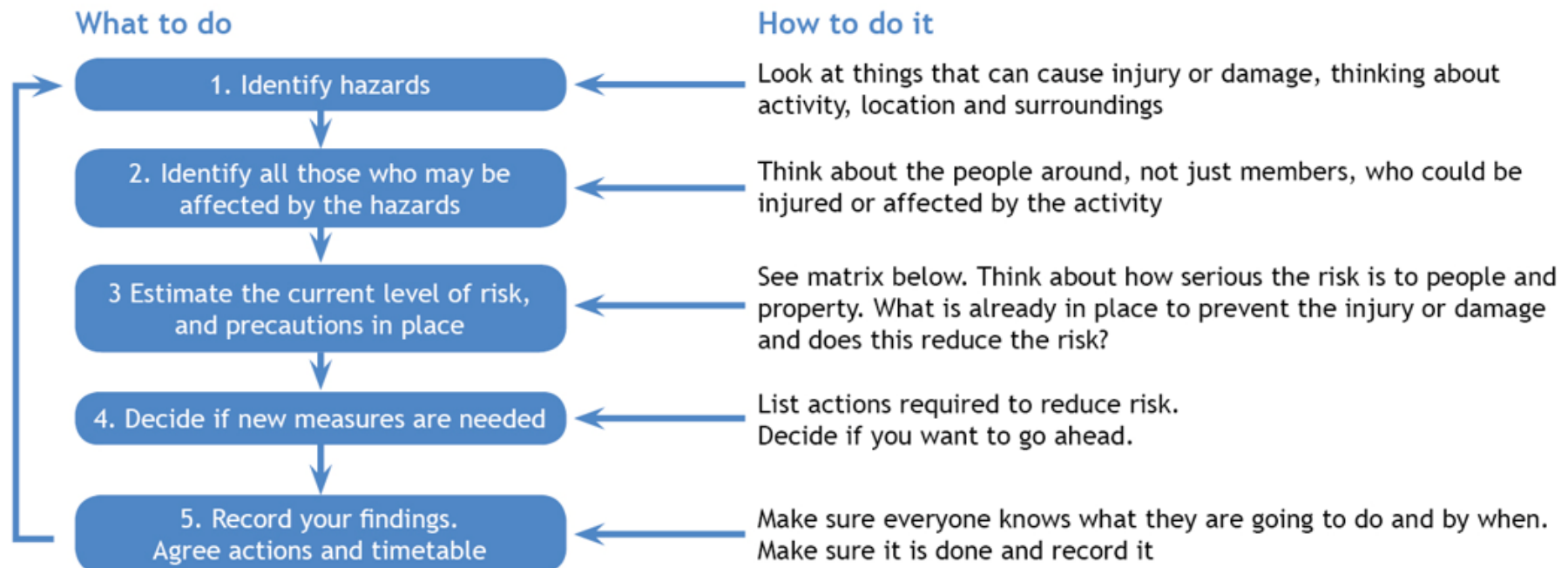
# Risk Assessment: Event/Activity

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>Grass sledging</b>		Date: <b>26/03/2024</b>	
Total attending: Various		Those attending: Girlguiding units, other youth organisations, other charities or educational groups.	
Consent for Event/Activity forms completed:		Yes ✓	No ✗ N/A ✗
Venue: Deer Park Activity Centre			
Instructor qualification checked*		Yes ✗	No ✗ 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 ✓	No ✗
If you answered 'no' to the above <i>decision</i> question, please explain why:			
Risk assessment completed by: Anne Anderson		Role: Volunteer	
Risk assessment due for review (must be reviewed with every change to either the activity or government guidance on coronavirus safety measures):		Date: 26/03/2025	

<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

<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
Infectious diseases, such as Covid-19	All - illness after contracting a disease.	Anyone confirmed to have a contagious disease or symptoms of, is to inform their group leader and to stay away from the centre.	Low	Medium	Anyone showing symptoms during the session is removed from the group and group leader contacts parents for immediate collection.  Where first aid is required, injured person to administer where possible. PPE to be worn if first aider needs to be closer than 1m.  Hand sanitizer available if no running hot water.	Group leader - ongoing
Using inappropriate ground for sledging	All - accident, injury	Only use the grass sledging slope which is clearly marked out on Bubbs Hill. No other areas should be used for the activity.	Low	Low	Group leader supervision	Group leader - ongoing
Collision	Participants - accident, injury	Group leader shown braking procedure.  Only one grass sledge on the slope at any one time.	Low	Low	Group leader supervision, management, and control	Group leader - ongoing

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Entrapment of body parts	Participants – injury (leg/ hands/ fingers)	Group leader shown sitting position, arms and legs within sledge at all times, whilst descending slope.	Low	Low	Group leader supervision	Group leader – ongoing
Inability of participants to steer	Bystanders – accident, injury Participant – veering off course into the archery range	Shown how to steer and brake, so they remain on the activity slope. Participants to walk back up on the left (facing up hill). No other participants to be situated on the slope. Archery minimum range distances observed. Long grass on fence line slows participants down if they're veering off course.	Low	Medium	Group leader supervision Archery instructors aware to be watchful and call a stop to the activity if required.	Group leader – ongoing Archery instructors – ongoing

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Damaged equipment	All – accident, injury	Sledges are checked prior to each session at time of handover for the activity.	Low	Low	Centre manager to be informed of any defects or damage to sledges.	Deer Park team – before each session
Carrying sledges	Deer Park team – injury	Sledges can be dragged from the store to the slope.	Low	Medium	Safe lifting sign in store cupboard to remind everyone.	Deer Park team – ongoing
Asthma or breathing problems	Participants / group adults – asthma attack	It is recommended inhalers are carried by participants/adults as they will be walking up the hill several times in one session.	Low	Low	Adult supervision and monitoring	Group leader – ongoing
Extreme weather	All – sunburn, hypothermia, hyperthermia	Deer Park team to check weather forecast prior to activity. If necessary, change plans or cancel the activity.  Ensure participants have suitable and adequate clothing including sun protection.	Low	Low		Deer Park team – prior to each session

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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 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