

Drum Hill Scout Camp



Risk Assessment

Reference No: DHRA00099

Hazard - Assessment: [Subject being assessed e.g. Use of a machine, A work area, Cash handling, etc]

Re opening of site for residential stays after COVID 19

Location / Work Area

All areas of site

Risks Identified (e.g. Hazard / Oil spillage-Risk / Serious injury due to slips and falls).

Contraction of COVID-19 virus resulting in time off work, Hospitalisation and risk of death

Persons at Risk (enter a ✓ in the box of those affected)

Employees	x	Young Persons (Under 18 years /individual assessment)	x
Service team	x	Contractors/Visitors	x
General Public	x	Others (e.g. Disabled Workers)	x

Existing Risk Controls (e.g. Protective clothing, Training, Preventative maintenance, Guarding, Signage)

Service team

Service team are social distancing in line with Government guidelines

Service team are provided with appropriate PPE

Hand Sanitiser is available to service team.

Service team should on site will be listed to allow for track and trace if required

(Service team tasks not specific to dealing with users are dealt with in separate risk assessments)

General

Access to the site is by prior arrangement only.

Groups without bookings will not be allowed to enter site

Young people are the responsibility of the leader and records must be kept of who was on site for 21 days after the attendance

It is the leaders responsibility to provide young people with hand sanitiser

- The following guidance from The Scouts (at time of this risk assessment) shall be the group's responsibility to ensure compliance where necessary:

Group Sizes and Limitations:

- All non-residential activities (including young people, Scout Network and adult only groups):
 - No Limit on group size, although all activities must be able to safely manage the risk of transmission of COVID-19 and, if this is not possible, they must not take place
 - Outdoor Activities are still encouraged but not mandatory
 - In poorly ventilated locations, social distancing and face coverings are expected and recommended. The Service Team shall take all practical measures to give the best ventilation possible.
- Residential Activities:

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- Nights away activities may take place, limited to a maximum of 6 people per sleeping space (tent/bedroom).
- COVID-19 measures such as good hygiene remain in place.
- Lateral flow testing is strongly recommended to take place immediately prior to departure and twice in a week through the trip and on return for those aged 11 and over.

As per The Scouts guidance, Groups shall follow any addition measures that we (Drum Hill Scout Camp) have put in place to prevent further spread and outbreak of COVID-19.

No one is to attend site (either Service team or User) if they are showing any symptoms of COVID-19, as out lined in government guidance

Arrivals/During visit/Departures

Arrival times will be staggered to avoid congestion

All users will park in the main car park or field to right just before the main site entrance.

Group Leaders are the manage social distancing (where necessary) during arrivals. If the leaders are not present then young people must wait in cars for leaders to arrive.

Uses will not be allowed into the reception building and will be dealt with by the Service team on the main carpark.

Groups will be asked to stay in the areas that have been allocated to them unless to use the toilet facilities.

Parents will only be allowed onto site by prior arrangement with campsite manager.

No youth member is to be left unsupervised

Toilets

Toilets will be signed to state how many people can be in each building safely and this must be managed by the leaders

The main toilets have been allocated to young people and the leaders have been allocated the disabled toilets to spread usage of facilities

Toilets will be cleaned every evening and at regular intervals during the weekend. The service team will wear appropriate PPE to carry out this work

Soap and paper towels will be provided in all facilities

Buildings

The service team will not enter a building during a residential stay unless an emergency occurs so that the bubble stays complete. We will provide the cleaning materials needed.

The following checklist will be completed for all buildings before reopening

Fire

- Has the alarm and/or smoke detectors been tested, and is it working effectively?
- Have all the fire extinguishers been inspected within the past 12 months?
- Are all the pressure dials on the fire extinguishers in the green zone, (if fitted)?
- Are the fire evacuation signs present?
- If emergency lighting is fitted, has the mains electricity been isolated to check the lights come on?
- Have all the fire doors been opened and the escape routes been walked, to ensure the vegetation is not obstructing the route? (Routes should be the same width as the door.)
- Do all fire doors fully shut, normally on a two-stage closure? As well as shutting properly, they need to be

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able to open correctly having been shut for a long period of time.

- Has the fire risk assessment been reviewed to accommodate any alterations?

Water, (Avoiding the risk of Legionella)

- To control water quality, drain down the cold water storage tank and refill, then ensure all cold water taps are opened for two minutes to flush all pipework.
- If you have a hot water storage tank, turn on the boiler or immersion and allow it to heat up before flushing, hot water should be stored at 60°C. If you have instant water heating turn up the hot water temperature and allow hot water to flush through all taps, including showers for five minutes – this must be hot water (remember to turn temperature down after this task is complete).
- If you have stored hot water or combi boilers, have you fitted Thermostatic Mixer Valves (TMVs) to hand wash basins, showers and baths? Have you checked the tap temperature to ensure the TMV is working correctly?

Vermin/insects

- Is there any evidence of vermin/insects in the properties, droppings against walls, bodies, smells?

If so, seek advice from a professional to resolve the issues.

Electrical

- Are all the sockets, switches, portable electrical equipment's plugs and leads in a good condition?
- Have any RCD's on switches, plugs or boards been tested by the button being pressed, and working effectively?

Food

- Are any fridges or freezers working correctly? Are the internal temperatures correct? (Fridges should be 0 to 4 degrees centigrade. Freezers should be about -18 degrees centigrade.)
- Are any fridges and freezers clean and has old food been cleared out?

Cleaning chemicals

- Has a COSHH assessment been undertaken and do you know what safety equipment to wear and how to deal with emergencies?
- Are all cleaning products stored appropriately where they can't be accessed by anyone other than those trained and instructed to do so?

Ledges and surfaces

- Have all ledges and surfaces been wiped over with a disinfectant? (Using 1:9 water and bleach is acceptable.) It's especially important to wipe down doors and handles, toilets, sinks and other surfaces where bodies and their fluids have been in contact with.

Floor

- Has the floor been appropriately cleaned (vacuuming for carpeted floors and disinfected for non-carpeted floors)? First aid equipment Are first aid kits present, in the correct locations and contents in date?

Outside

General outdoor areas

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- Has the grass been cut and the ground surface been checked?
- Have any steps been checked and cleaned, including handrails?
- Have you done a visual check of the environment to ensure that no animals or birds are nesting/living in the area which may be disturbed by future activities?

Footpaths

- Are the footpaths and routes clear of vegetation, are they are good to walk on?

Play areas

- Is the vegetation cleared from the play area? Have any play items been checked and cleaned?

Trees

- Have you done a visual inspection of any trees or overhanging on the site to identify suspect limbs and trees?

Fuel storage (including LPG, petrol, diesel)

- Has all combustible material been removed from the storage area? Are safety signs displayed to indicate the product? This includes visible signage indicating no smoking and no naked lights.

Any breaches of the above guidelines must be reported to the service team

TAKING INTO ACCOUNT THE EXISTING RISK CONTROLS. Select from the table below the likelihood of harm and the severity of the harm. (Enter a ✓ in the relevant boxes)

Likelihood of Harm/Injury	Highly Likely	3		Possible	2	x	Remote	1	
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Severity of Harm/Injury	Fatality	5		Critical	4	x	Serious	3	x	Marginal	2		Minimal	1	
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LIKELIHOOD OF HARM / INJURY x SEVERITY OF HARM / INJURY = RISK RATING

Risk Rating (enter a ✓ in the relevant box below)

2	x	4	=	8	Very High Risk 10+		Medium Risk 5-9	6	Low Risk 1-4	
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Now you have established the risk level consider how frequently is the risk is likely to arise (enter a ✓ in the relevant box below)

Continual		Frequent		Minimal	x
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Now you have completed your initial assessment answer the question below:-

Do you consider the risk controls adequate?	Yes	x	No	
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Is there any reference to additional assessments (e.g. CoSHH and manual handling)

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Service team Covid 19	DHRA000098				

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What further ACTION is required to reduce the risk

The situation is to be constantly monitored and changes will be made to the risk assessment every 4 weeks unless government guidelines or guidelines for the area in which Drum Hill Scout Camp is situated alter.

Action to be implemented by:	Target Date:	Completed Date:
L Upton	31.07.2021	

Initial assessment completed by:	Name:	Signature:	Date:
	L Upton		21.06.2021

Assessment review:	Date of first review:
	20.06.2022

Assessment review completed by:	Name:	Signature:	Date:
	C. Slater	[Digitally Signed PDF Available]	02.06.2021

Reason for review:	Annual Review:	Changes:	Y	Accident/Incident:

Comments:

Assessment review completed by:	Name:	Signature:	Date:
	C. Slater		

Reason for review:	Annual Review:	Changes:	Y	Accident/Incident:

Comments:

Assessment review completed by:	Name:	Signature:	Date:

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Assessment review
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Name:

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