



# Risk assessment form (H&S)

|                            |              |                               |                  |
|----------------------------|--------------|-------------------------------|------------------|
| <b>Name of assessor(s)</b> | Carly Kew    | <b>Group / Establishment:</b> | Great Wood / SSE |
| <b>Date</b>                | January 2019 |                               |                  |

|                                                                                                                                                                                                                                                                                                 |                                                                                                                                             |                                                       |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------|
| <b>What is the workplace / activity / equipment / conditions (delete as appropriate) being assessed</b>                                                                                                                                                                                         | <b>How was the assessment done?</b><br>e.g. desktop exercise, site visit, in consultation with employees, managers, safety representatives? | <b>Next review date:</b>                              |
|                                                                                                                                                                                                                                                                                                 |                                                                                                                                             | January 2020                                          |
| <b>Beach visit</b> -The beach & coastline is constantly changing. It is a stony beach consisting of limestone shelving and is part of the Jurassic coast.<br>Cliffs can be very unstable. It has one of the highest tide rises and falls in the world. It is used for geology & marine studies. | Site visit, in consultation & agreement with instructors                                                                                    | <b>Mobile reception / nearest landline</b>            |
|                                                                                                                                                                                                                                                                                                 |                                                                                                                                             | Mobile variable<br>Nearest landline-chantry tea rooms |

| Who could be harmed, and how?                                    | What is already being done to control the risks?                                                                                                                                                                                                                                                                                                                                                                     | *Risk Rating<br>Severity x Likelihood |   |       | What further action is recommended to reduce risks further? | Action by whom? | Date action due | Date action done |
|------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------|---|-------|-------------------------------------------------------------|-----------------|-----------------|------------------|
|                                                                  |                                                                                                                                                                                                                                                                                                                                                                                                                      | S                                     | L | S x L |                                                             |                 |                 |                  |
| <b>Instructors &amp; participants</b><br>Slips trips & falls     | <ul style="list-style-type: none"> <li>Suitable footwear to be worn</li> <li>All briefed about safe movement across the rocks</li> <li>Continuous monitoring of participants</li> <li>Participants briefed about areas to remain in</li> <li>Staff briefed to support instructor</li> </ul>                                                                                                                          | 2                                     | 2 | 4     |                                                             |                 |                 |                  |
| <b>Instructors &amp; participants</b><br>Immersion in cold water | <ul style="list-style-type: none"> <li>Safe areas to be clearly communicated to participants</li> <li>5m zone away from edge of seas to be maintained at all times</li> <li>Paddling in river only in suitable conditions</li> <li>Weather forecast to be checked</li> <li>Encouragement / guidance for participants at all times</li> <li>Correct clothing worn by all - clothing for weather conditions</li> </ul> | 5                                     | 1 | 5     |                                                             |                 |                 |                  |

| Who could be harmed, and how?                                                           | What is already being done to control the risks?                                                                                                                                                                                                                                                                                                                                                              | *Risk Rating<br>Severity x<br>Likelihood |   |       | What further action is recommended to reduce risks further? | Action by whom? | Date action due | Date action done |
|-----------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------|---|-------|-------------------------------------------------------------|-----------------|-----------------|------------------|
|                                                                                         |                                                                                                                                                                                                                                                                                                                                                                                                               | S                                        | L | S x L |                                                             |                 |                 |                  |
| <b>Instructors &amp; participants</b><br>Road traffic incident                          | <ul style="list-style-type: none"> <li>Walk no more than 2 abreast</li> <li>Stop to allow passing traffic to get by</li> <li>Ensure adult at front &amp; rear have high visibility clothing</li> <li>During peak tourist times use alternative route across fields</li> </ul>                                                                                                                                 | 5                                        | 1 | 5     |                                                             |                 |                 |                  |
| <b>Young &amp; vulnerable participants</b><br>Getting lost, going with an unknown adult | <ul style="list-style-type: none"> <li>Maintain close control</li> <li>Ensure teacher / accompanying adult is supportive of instructor, brief them and communicate clearly with them as to expectations</li> <li>Regular head counts of all participants</li> <li>Brief children to stay in threes as a minimum</li> <li>Brief participants about boundaries and move / monitor these if necessary</li> </ul> | 3                                        | 1 | 3     |                                                             |                 |                 |                  |
| <b>Instructors &amp; participants</b><br>Contamination                                  | <ul style="list-style-type: none"> <li>All participants to discuss the importance of not picking up faecal matter</li> <li>All to wash hands at the end of session, this can be done at the beach/return to centre</li> <li>Monitoring of participants who may have ingested sea / river water</li> <li>Constant dialogue and monitoring throughout the session</li> </ul>                                    | 3                                        | 1 | 3     |                                                             |                 |                 |                  |

\* [Click here](#) for guidance in calculating Risk Rating. Rate the **severity** of the potential harm (between 1-5, where 5 is fatal) and the **likelihood** of the harm occurring (again 1-5 where 5 is very likely). Guidance is at [HS 004](#).

| Please now pass this assessment to your manager for approval |                  |              |            |                           |
|--------------------------------------------------------------|------------------|--------------|------------|---------------------------|
| <b>Name of assessor's manager:</b>                           | Daniel Moncrieff | <b>Date:</b> | 01.02.2019 | <b>Manager's comments</b> |
| <b>Signature:</b>                                            |                  |              |            |                           |