



Risk assessment form (H&S)

Name of assessor(s)	Carly Kew	Group / Establishment:	Great Wood / SSE
Date	January 2019		

What is the workplace / activity / equipment / conditions (delete as appropriate) being assessed	How was the assessment done? e.g. desktop exercise, site visit, in consultation with employees, managers, safety representatives?	Next review date:
		January 2020
Camp fire/One Match Challenge - Takes place in the fire pits on site. To celebrate the end of the school's week and to reflect and share on their experiences. OMC – takes place in the fire pit as a single activity session	Site visit, in consultation & agreement with instructors and GWT	Mobile reception / nearest landline
		Mobile varied signal Main office

Who could be harmed, and how?	What is already being done to control the risks?	*Risk Rating 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				
Instructors & participants Slips, trips & falls	<ul style="list-style-type: none"> Safety/Activity briefing for all participants, and constant monitoring throughout the session Potential hazards, logs, branches, uneven or slippery ground etc Instructor trained to lead the session A safe area around the fire is marked where they do not enter unless invited Walking whilst near the fire, no running 	3	2	6				
Instructors & participants Anyone in the area after the session, being burnt by fire/embers	<ul style="list-style-type: none"> Safety/Activity briefing for all participants constant monitoring throughout the session Potential hazards pointed out Instructor trained & signed off to lead the session 	3	1	3				

Who could be harmed, and how?	What is already being done to control the risks?	*Risk Rating 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				
	<ul style="list-style-type: none"> Additional staff used to help with group control A safe area around the fire either marked or briefed to the group Participants do not enter fire pit unless invited by an instructor Walking whilst near the fire The size of fire should be appropriate to the activity Fire extinguished fully after activity Water / fire extinguisher to be taken to cool / put out fire, for every session 							
Instructors & participants Fire lighting instruments lost/stolen	<ul style="list-style-type: none"> Lighters / strikers/ matches etc to be counted out/in Close supervision of the equipment Equipment kept with instructor Equipment to be placed inside between every session 	3	1	3				
Instructors & participants Public right of way through Great Wood Camp	<ul style="list-style-type: none"> Safety brief for all Expect public to stay to allocated path, not to roam around camp (gate to gate) Instructors to be aware or made aware of any persons using footpath 	4	1	4				
Instructors & participants Collecting elements off-site	<ul style="list-style-type: none"> Crossing road/ various vehicles using forestry tracks - supervision at all times Slips, trips, falls, branches, logs Instructed on what to and what not to collect Small bundles Correct method for carrying large objects demonstrated Staying as a group 	4	1	4				

Please now pass this assessment to your manager for approval

Name of assessor's manager:	Daniel Moncrieff	Date:	01.02.2019	Manager's comments	
Signature:					

* [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](#).