Glenny Wood Scout

Camp Site

General Site Risk Assessment and Guidence for all visitors

A logo with a tree and leaves

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**Generic Risk Assessment –**

This document describes hazards and controls for the Glenny Wood Scout Campsite. It is has been compiled specifically to provide relevant information to all our site users – including Scouts, Guides, D of E and other Third-Party organisations. Please ensure you use this document to brief your adult teams and young people using our site. Risk Assessment is a process and not just a document, this document will only be effective if you consider the guidance below:

**Our approach to risk –**

As the person organising your visit you have a legal duty of care to your group members to ensure that the risks to their health and safety are as low as reasonably practicable. The Scout Associations view is that exposure to risk is an essential part of educating young people. It teaches them how to recognise and manage risks in their everyday lives (a skill for life) and is a tool enabling them to learn and develop. This combination of managed risk, challenge, and learning is at the very heart of adventure.

**Real and Perceived Risk –**

In general, when we are faced with circumstances which are unfamiliar to us, we tend to misinterpret the level of risk that is presented – if our perception of the risk is misaligned to the real risk then this has an impact on how we plan and complete the experience. As planners we can suffer from this perception gap in two distinct ways – our over-perception of risk may lead us to prohibit valuable activities which should instead be controlled – for instance fire lighting. Alternatively our under- perception of risk may lead us to ignore real risks which we should take more steps to mitigate against – a tired driver taking everyone home after a camp.

**Your Responsibilities –**

As the person organising your visit you need to fully consider the risks presented by the entire experience, however you do not need to take additional measures to control risks which we have already controlled unless we specifically ask you to do so – for instance you need to provide appropriate supervision, first aid and manage the behaviour of your group.

**Our Campsite and Human Hands –**

Glenny Wood is a fabulous natural environment which has inherent risks which cannot and should not be removed. The plateaus, sloping lands, trees, and wetlands that are present on our site are a core part of the Glenny Wood adventure and experience. Where a natural hazard and its consequences are obvious to all we deliberately take little action to eliminate or isolate it. For these hazards a combination of instruction and supervision are a reasonable control, which falls to the accompanying adults to provide this control.

In some situations, you should reasonably expect the possibility of minor harm – this is normally not a reason not to complete the activity. For instance, small cuts and grazes while shelter building. In other situations, the exposure to risks is clearly unacceptable and we take actions to control these hazards.

**Site Risk Assessment** –

At Glenny Wood we have several specific RA which need to be reviewed by those using the site in addition to the General Site risk Assessment below.

These are –

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| * Camping Risk Assessment - those camping | * Toilets & Showers Risk Assessment – All site users |
| * Lodge Risk Assessment - those using the lodge | * LPG on site Risk Assessment - All users |
| * Car Park Risk Assessment - All site users | |

**Draft Activities Risk Assessment** –

We have a range of draft Risk Assessments for our on-site activities. These are there to assist you and must be reviewed and revised to meet the specific risks within your group.

**Glenny Wood Factsheets**

There are several specific factsheets as well to help you understand the site and activities. All information is on our website and therefore freely available.

**General Site Risk Assessment – Glenny Wood Scout Campsite.**

This document describes hazards and controls for Glenny Wood Scout Campsite. This risk assessment excludes activities and only includes hazards which may affect site users – it does not cover hazards specific our site volunteers. Visiting groups must undertake their own suitable and sufficient risk assessment to control and mitigate hazards from their visit. You should be particularly aware of hazards with a Medium residual risk rating which require you to be aware and alert to how this hazard should be controlled during your visit.

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| **What hazard have you identified?** | **What are the risks from it?** | **Who is at risk?** | **How are the risks already controlled?**  **What extra controls are needed?** | **Risk rating** |
| Main gate and site security | Strangers on site | Those camping / visiting site | Keep inner gate closed at all timeand at night lock main gate | Low |
| Cars and other site traffic | Accidents caused by vehicles- injury | Site users | Speed warning signs on site keep below the 10 MPH speed limit.  Cars to be parked in car park  Only on the tracks in the camping / play areas at the beginning and end of the camps, unless making a delivery (shopping etc).  No car allowed on the grass area.  Instruct children and adults of potential hazard. | Medium |
| Pedestrian impact from a vehicle. | Collision with a vehicle by visitor  Car driven too quickly | Those camping / visiting site | Vehicle routes are clear and no vehicles may go onto the grassed areas.  Drivers must observe the sites 10mph speed limit and drive with care and awareness of pedestrians.  Young people should be briefed to be aware of vehicles when moving on site.  Drop off / Collection point away from cars to be used. | Medium |
| LPG Leak from bulk storage. | Explosion, Fire and poisoning from the LPG Gas tank | Those camping / visiting site | LPG installations are professionally installed and inspected by the supplier.  An LPG Risk Assessment and Factsheet are available on the site website | Low |
| First aid incident | Injuries not treated | Those camping / visiting site | Site Leaders must ensure they are First Aid trained and must manage the emergency.  A maintained Automated External Defibrillator is available on site and recorded with the emergency services.  Emergency First Aid kits are available if a group has forgotten theirs | Low |
| Safeguarding incident | Children put at risk | Those camping / visiting site | All visiting adults responsible for young people on site are responsible for the wellbeing of their young people.  All Glenny Wood volunteers have completed Safeguarding training and DBS checks.  The Scout Association Yellow Card process must be followed  Non-Scout Association members must follow their own processes. | Low |
| Fallen trees or damage to tree branches/limbs. | Death or serious injury from falling trees or branches | Those camping / visiting site | The site is zoned into High, and low risk areas.  An annual arboreal survey is completed by a competent person to identify high hazard trees, and a management plan is in place for these areas. Low risk areas are managed as natural woodland.  Trees are checked regularly by trained site team volunteers.  Be aware of potential hazards when camping near trees  All site users are asked to be vigilant of and report hazards. Group Leaders, who are leading the camp should include hazards of site selection in their risk assessment and training to participants. | Medium |
| Severe Winds | Severe injury / death due to falling trees / branches / other equipment / building roofs | Those camping / visiting site | When forecasted wind speeds, not just gusts, reach 32 mph level, the site will normally be closed for the duration.  Follow sit windy weather policy:-  <https://glennywood.org.uk/home/safety/windy-weather> | Medium |
| Trespass or unauthorised people on site. | Risk to the individual  Damage or theft of users property  Site damage and theft of site equipment | Those camping / visiting site | The buildings and sheds are lockable and site users are given access codes as per their booking. (The toilet block is not locked)  All volunteers and visitors are asked to be vigilant for unauthorised people, and either challenge or report concerns. | Medium |
| Electrical fault or damage to electrical systems on site | Electrocution  Electric shock  Equipment damaged | Those camping / visiting site | All fixed electrical systems are inspected by a competent person on a regular basis in line with the relevant management arrangements.  Portable electrical equipment owned and operated by the site is tested on a regular basis. | Low |
| Water contamination (e.g. Legionella) or problem with water systems on site. | Illness from contaminated water | Those camping / visiting site | Our water supply is tested annually for Legionella and Bacteria.  Regular checks on our site water include flushing and water temperature checks. | Low |
| Manual handling injury to customers. | Injury to individuals physical wellbeing | Those camping / visiting site | Leaders are responsible for the safety of their group while completing self-led activities – including loading or unloading equipment, collecting firewood. | Low |
| Vermin (e.g. Rats) spreading zoonosis | Damage to equipment  Illness  Frightened visitors | Those camping / visiting site | Team volunteers are vigilant for signs of vermin in and around buildings and this is included in the monthly checks.  Professional pest contractors are used as necessary.  All site users are asked to be vigilant of and report any issues. | Low |
| Ticks bite | Lime disease or Lyme borreliosis, bacterial infection | Those camping / visiting site | All site users to be briefed on ticks, what to watch out for and what to do  Use insect repellent which repels ticks  Wear light colour clothing so ticks are easier to spot  Carry out a tick check after you’ve been outside  Further information - <https://glennywood.org.uk/home/health-1/> | Medium |
| Excess rain/muddy conditions | Cuts, sprains, breaks | Those camping / visiting site | Brief on dangers of slipping in muddy conditions.  Take care when walking / running on site  Apply First Aid as appropriate. | Medium |
| Uneven terrain through the campsite, woods & paths | Physical injury from trips, falls, etc. | Those camping / visiting site | Brief on dangers of tripping/falling as necessary.  Take care when walking / running on site  Apply First Aid as appropriate | Medium |
| Unseen logs / tree trunks or other obstruction on the ground covered by bracken / other cover. | Physical injury from trips, falls, etc. | Those camping / visiting site | Make those in your party aware of potential hidden hazards.  Brief on dangers of tripping/falling as necessary.  Take care when walking / running on site  Apply First Aid as appropriate | Medium |
| Wetlands | Drowning | Those camping / visiting site | Leader to make this area out of bounds  When in use supervision at all times  See separate factsheet and risk assessment. | Low |
| Camp fire areas – open fire | Embers entering eye / burns | Site users | All persons using the area must be supervised at all times  Spectators to be kept away from the fire – use seating area provided  Fires to be kept a reasonable size  No accelerants to be used to light the fire  Ensure metal fire bucket provided is full of water.  See separate factsheet and risk assessment. | Low |
| Fire lighting, Campsite cooking areas, altar fires only. | Fire risk to surrounds, burns, scalds etc. | Site users | Altar fires are kept in the stored in the area just up from the loos. Altar fires are to be used in all areas at Glenny. There are two fixed altar fires on the patio. Ground fires are allowed at Holly and Rowan campfire pits.  Fires must not be left unattended and all areas must be clear before leaving site and COLD ashes removed. Groups to ensure buckets of water are situated near all fires.  See separate factsheet and risk assessment. | Low |
| Uncontrolled fire of hedges/wood | Fire risk to surrounds and others | Site users | Inform others by shouting, FIRE. Dial 999 and request the fire service.  Groups to meet in the Emergency Meeting point above the main car park Inform the Glenny team on – [01275562102](tel:01275562102) once everyone safe | Low |
| Electrical equipment throughout the site | Electrocution | Site users | Any generators used by site users must be subject to their own risk assessment, secure and not cause noise or inconvenience to other users.  No electric power cables can be used on site from the site buildings electrical supply without Glenny team agreement | Low |
| Tree Swings | Falls resulting in injuries | Site users | Tree swings are forbidden. | Low |
| Confidence course | Falls resulting in injuries | Site users | Leaders shall be conversant with the equipment and supervise the activity at all times. See separate factsheet and risk assessment. | Low |
| Site provided activities | Injuries with those participating or watching the activities | Site users | See separate risk assessment and guidelines for users. Any spectators must keep out of the way of the activity and with the agreement of the Leader in charge. | Low |
| Using Glenny Wood Lodge | Physical harm | Users | Use the Glenny Wood Lodge Risk Assessment form and undertake your own review and brief users. | Low |

**A map of a camp site

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