

RISK ASSESSMENT – Forms for Glenny Wood Scout Campsite



Glenny Wood Lodge

Hazard	Risk	People at risk	Risk Control
Exiting from the lodge	Fire / Gas leak	All Users	The double doors in the kitchen, one must be open (unlocked and unbolted) and the front door unlocked at all times the lodge is in use.
Gas Cooker	Burns and Gas Leak	All users	Take extra care when lighting the rings, extra-long matches are recommended. The Oven can be lit from the “clicker on the oven”. When the oven is not in use ensure all gas rings and the oven is turned off. When the oven is in use ensure only the rings / oven that is lit is turned on
Gas leak (LPG – Liquid Petroleum Gas) - risk of gas escaping from the appliances / pipes / connections	Gas leak could cause explosions, nausea, sickness or unconsciousness	Hall users	If you smell gas turn off the oven if working, evacuate the hall and move all users to the toilet area. Turn off the main supply at the gas stopcock which is situated outside on the kitchen wall, at the far end to the kitchen door entrance. Open the two doors, front and back and open any windows you can to ventilate the hall. <i>Notify Phil our volunteer Site Manager – 07762 022225</i>
Central Heating boiler not working and no heating in the hall	In the Winter months hall very cold	Hall users	If you smell gas – as above. Use the push button ad-hoc timer to switch on heating. Positioned on the wall on RHS of serving hatch. If heating still not working notify <i>Phil our volunteer Site Manager – 07762 022225</i>
Central Heating boiler not working and no hot water from the left hand sink tap	Cause could be boiler failure	Hall users	If you smell gas – as above. Leave the hot tap run for 2 minutes, if no hot water, switch off and try again. If no hot water

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			Use the push button ad-hoc timer, 15 minute button, to switch on boiler. Positioned on the wall on RHS of serving hatch. If hot water still not working notify <i>Phil our volunteer Site Manager – 07762 022225</i>
Excess rain/muddy slippery floors	Cuts, sprains, breaks	Site users	Users to remove boots before entering the lodge Brief on dangers of slipping in muddy conditions. Remind users of slippery conditions on the lodge patio. Apply First Aid as appropriate.
Uneven terrain through the campsite, woods & paths when leaving the lodge including walking to the loos	Physical injury from trips, falls, etc.	Site users	Brief on dangers of tripping/falling as necessary. In the dark use lights when walking to car park and loos. Buttons by both front and side doors. Give First Aid immediately
Using Glenny Wood Site	Physical harm	Users	Use the Glenny Wood Campsite Risk Assessment form and undertake your own review and brief users.

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SPECIFIC HAZARD – TO BE COMPLETED BY THE USER

The Leader in charge to list any specific hazards that are not covered by the Activity Risk Assessment above

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