

## Risk assessment

|                                       |  |                         |          |   |             |
|---------------------------------------|--|-------------------------|----------|---|-------------|
| Name of activity, event, and location | Camp Northumbria 25<br>Causey Farm<br>Northumberland | Date of risk assessment | 16.05.25 | Name of person doing this risk assessment | Pamela Iley |
|                                       |  | Date of next review     | 16.05.26 |   |             |

| What could go wrong?<br>What hazard have you identified?<br>What are the risks from it?                                    | Who is at risk?  | What are you going to do about it?<br>How are the risks already controlled?<br>What extra controls are needed?<br>How will they be communicated to young people and adults and remain inclusive to all needs?                                  | Review & revise<br>What has changed that needs to be thought about and controlled?   |
|--|--|--|--|
| <b>A hazard</b> is something that may cause harm or damage.<br><b>The risk</b> is the harm that may occur from the hazard. | For example: young people, adult volunteers, visitors  | <b>Controls</b> are ways of making the activity safer by removing or reducing the risk.<br>For example, you may use a different piece of equipment or you might change the way you do the activity.  | Keep <b>checking</b> throughout the activity in case you need to change what you're doing or even <b>stop</b> the activity.<br>This is a great place to add comments which will be used as part of the review. |
| For example:<br>Hazard: fire<br>Risk: smoke inhalation or burns  | Section<br>Volunteers, visitors, Young Leaders, Scouts | Smoke: use dry wood, check wind direction, stand people out of smoke direction.<br>Burns: stay a safe distance from fire, place extra wood on carefully, teach Scouts good practice around fires, have a burns first aid kit easily available. |  |
| <b>Burns &amp; Scalding From hot water &amp; drinks</b>  | Volunteers, visitors and young people                  | <b>Take care around drinks to prevent spillages. Ensure tables are stable and able to accommodate what they are being used for.</b>  | <b>Be constantly vigilant throughout the café open hours and make safety adjustments if and when required.</b>   |
| <b>Slips trips and falls &amp; accessibility</b>   | Volunteers, visitors and young people                  | <b>Look for trip hazards, spillages on the ground, keep exit routes clear and accessible</b>   | <b>Be constantly vigilant throughout the café open hours and make safety adjustments if and when required.</b>   |
| <b>Fire, smoke inhalation</b>  | Volunteers, visitors and young people                  | <b>Volunteer staff to familiarise themselves with the exits from the tent and maintain clear access to exits at all times being aware of any visitors with limited mobility.</b>   | <b>Be constantly vigilant throughout the café open hours and make safety adjustments if and when required.</b>   |
| <b>Food Allergies</b>  | Volunteers, visitors and young people                  | <b>Ensure the ingredients of the food and drinks provided are displayed clearly at serving point.</b>  | <b>Make sure these are not removed from display at any point.</b>  |
| <b>Overcrowding</b>  | Volunteers, visitors and young people                  | <b>Make sure the max numbers of the tent are recognised and adhered to and be prepared to turn visitors away if necessary</b>  | <b>Be constantly vigilant throughout the café open hours and make safety adjustments if and when required.</b>   |

You can find more information in the [Safety checklist for Section Volunteers](#) and at [scouts.org.uk/safety](https://scouts.org.uk/safety)

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Don't forget, as part of your programme planning, you should have contingency activities in reserve just in case you can't do what was planned or you need to stop half way through. Make sure this is shared with those involved, so everyone knows how to respond. You should have risk assessed contingency activities prior to them taking place and communicated key information to those involved as with all activities.

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