|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **People involved and location**  (Group, Section, Location) |  | **Date RA is first adopted for group or unit use or updated locally** |  | **Name of person adapting RA for local use** |  |
| **Relevant Factsheet(s)** |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Hazard Identified? /**  **Risks from it?** | **Who is at risk?** | **How are the risks / hazards already controlled at the moment?**  **What extra controls are needed for your circumstances?**  **(Your adults and young leaders need to understand these)** | **Since you noted the controls, what has changed (before starting or during the activity, or with hindsight) that needs to be thought about and controlled?**  **(If anything changes, does it make a difference to your controls?)** |
| ***Hazard*** *– something that may cause harm or damage.*  ***Risk*** *– the chance and consequences of it happening.* | *Young people,*  *Leaders,*  *Visitors?* | ***Controls*** *– Ways of making the activity safer by removing the hazard or reducing the likelihood of it happening, or by reducing the consequences from it if something does go wrong*  *For example - you might use a different piece of equipment or you might change the way the activity is carried out.* | *Keep* ***checking*** *throughout the activity in case you need to add controls, change the activity…or even* ***stop*** *it!*  *This is the place to add comments which will be considered as part of any review.*  *If there’s no space, add new controls or hazards below or on a separate sheet.* |
| Hazard -Cooking equipment/food prep  Risk - Burns -injury/death | All | Check cooking equipment provided in good enough condition, appropriate for the use and the size of those taking part;  Consider what elements need to be done by adults, or with close supervision (age/skill level appropriate).  Ensure there is adequate spacing between participants and location of the participants (in kitchen or in hall or camp kitchen)  Depending on the age of the young person, the cooking area may be out of bounds/require supervision.. |  |
| Hazard - allergies  Risk - injury/death | All | Parents to be reminded to complete personal details on OSM and record any allergies  Leaders to check OSM for allergies and ensure appropriate safeguards are carried out (if severe allergies then particular foods may be forbidden) |  |
| Hazard - uncooked food  Risk - food poisoning | All | Adult supervision of food preparation/cooking as age appropriate  Chopping boards to be kept separate according to food (raw/cooked etc) |  |
| Hazard - Tables and chairs (and other obstructions) –  Risk - injuries to participants or leaders setting up, moving or collapsing the items. | All | Leaders and Young Leaders to oversee the setting up and moving of tables and chairs (as age appropriate).  Tables to be carried by two people at a time (if needed).  Chairs to be stacked away in appropriate storage area when not in use  Leaders to assist with stacking / unstacking of chairs (age appropriate).  If appropriate Tables and chairs to be set out at the start of the meeting based on the needs of the evening's activities, and pushed against the walls until needed. |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Hazard - kitchen on camp |  | Young Persons to only enter the kitchen when under appropriate supervision from adults and be supervised if using equipment (according to age/ability).  Trailing cables to be covered and identified clearly where possible  Kettles/saucepans to be kept away from edge when in use and care taken when pouring/serving.  Knives to be stored away when not in use.  When washing up, care is taken - Knives to be dried immediately and returned to the storage container.  Matches and lighters to be stored away in appropriate container  No running allowed in kitchen  Equipment/food to be stored away to keep kitchen as clear as possible |  |
| Hazard - Kitchen - inside  Risk - injury/death | All | Young Persons to only enter the kitchen when under appropriate supervision from adults and be supervised if using equipment (according to age/ability).  Microwaves/Cooker/Kettles to be left switched off at plug when not in use.  Use appliances close to sockets where possible  Trailing cables to be covered and identified clearly where possible  No liquids near electrical items where possible  Kettles to be kept away from edge when in use and care taken when pouring.  Knives to be stored in drawers when not in use. When stored tips of knives should point towards the wall.  When washing up, care is taken - Knives to be dried immediately and returned to the drawer.  Matches and lighters to be stored away in top cupboards |  |
| Hazard - Meth trangia  Risk - burns -injury/death | All | Young Persons to be given safety briefing on using meths in trangia before activity starts - (no extra meths to be added to lit meths, instruction on how to close off flames, No cooking in tents, water nearby)  Instruction on how to set up and use trangia and carrying/use of meths bottle  Adult supervision as age appropriate for the activity |  |
| Hazard Gas trangia/burners  Risk - burns - injury/death | All | Young Persons to be given safety briefing on using gas in trangia burners before activity starts - ( lighting gaz, instruction on closing off flames, no cooking in tents, water nearby)  Instruction on setting up trangia/burner  Adult supervision as age appropriate for activity |  |
| Hazard - altar/bbq cooking  Risk - Burns - injury/death |  | To be read in conjunction with separate fire risk assessments  Supervision as age appropriate  Safety briefing on using altar fire/bbq  water bucket to be sited close by  Appropriate utensils to be used  Altar fire/bbq not to be moved whilst/still hot |  |

### Remember to share the controls with adults and young leaders helping with the activity

Leader in Charge acknowledges that …

I have reviewed this Risk Assessment and am satisfied that the controls contained are applicable to the activity I am undertaking.

In adopting this risk assessment, I accept responsibility for the Risk Assessment, the safe conduct of this activity and those affected by the activity.