|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Name of Section or Activity** | Cox Wood for outdoor meetings | **Date of risk assessment** | **July 7th 2020** | **Name of who undertook this risk assessment** | Cox Wood Crew | **COVID-19 readiness level transition** | Red to Amber |

|  |  |  |  |
| --- | --- | --- | --- |
| **Hazard Identified? /**  **Risks from it?** | **Who is at risk?** | **How are the risks already controlled?**  **What extra controls are needed?** | **What has changed that needs to be thought about and controlled?** |
| ***Hazard*** *– something that may cause harm or damage.*  ***Risk*** *– the chance of it happening.* | *Young people,*  *Leaders,*  *Visitors?* | ***Controls*** *– Ways of making the activity safer by removing or reducing the risk from it.*  *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 change it…or even* ***stop*** *it! This is a great place to add comments which will be used as part of the review.* |
| Maintaining social distance at drop off and pick up: higher risk of infection spread if social distancing is not maintained. | Parents and YP Also leaders | Clear use guidance distributed to groups ahead of arrival.  Signage to prompt socially distanced parking, access and egress from site to cars  Clear arrival and departure times pre-booked with buffer space between bookings.  We will not need a one way system while only one group is allowed to access the site at any one time. |  |
| Maintaining social distance during meeting: higher risk of infection spread if social distancing is not maintained. | Leaders and YP | Social distancing during meetings is the responsibility of the leader in charge of the user group. | Due to pinch point in the car park area one group at a time to book their visit. This will keep numbers down in the car park and avoid any groups getting too close together at say the toilet area. |
| Hygiene of people: higher risk of infection spread if proper hand washing is not carried out. | All | Recommend via signs - hand washing for all users on arrival, departure and during as required. New notice board to be erected at the entrance to advise all visitors of the handwashing facility and remind of social distancing.  Signage and purchase of suitable hand sanitiser, outdoor hand washing at the kitchen sinks  Open up and lock up - hand sanitiser and wear gloves. |  |
| Hygiene of toilets: higher risk of infection spread if hygiene not carried out. | All | A “fogger” has been purchased to sanitise toilets to meet good practice guidance.  Rotation of toilets to different groups to allow time for any virus to dissipate, will also mean reduced risk of cross infection.  Deep cleaning of the facility on a regular basis. |  |
| Hygiene of activity equipment: Higher risk of infection spread if hygiene not carried out. | All | Impossibility of cleaning some equipment such as ropes and climbing equipment will mean these activities are unavailable until next year. Large campsites have also put their climbing and crates out of use till the 2021 season.  We are exploring the use of an outdoor shooting gallery - as it is possible to disinfect the guns.  Archery will be possible – Ian will be producing guidance.,  Go Karts to be cleaned between users with a surface spray cleaner. |  |
| Use of outdoor spaces:, access to space less controlled, cannot be cleaned. | All | Allocating different campsite areas for groups to use in rotation as outdoors cannot be cleaned as easily.  As nights draw in we might need to reconsider use of areas without lights.  We have plenty of fire barrels and stands for fires to be lit in smaller groups. |  |
| Indoor areas - Shelter | All | Buildings are not to be used initially  Shelter under the outdoor area at the back of the classroom if required.  Investigate what/how this area can be cleaned. |  |
| Play area |  | Will have signage to prompt handwashing before and after use. - Handwashing at the outdoor sinks. |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| ***Review:*** *This risk assessment is for a section to move from one COVID Readiness alert level to the next, an additional risk assessment should be produced for each move proposed.* | | | |

|  |  |  |  |
| --- | --- | --- | --- |
| **Checked by Line Manager** | Name, Susan Lister  Role / level DDC  Date: 01/08/2020 | **Checked by Executive** | Name,  Role / level  Date |
| **Approved by Commissioner** | Name,  Role / level  Date | **Approved by Executive** | Name,  Role / level  Date |
| **Notification of level change** | Date and by who | | |