

Risk Assessment For:	Pinsent Camp Site – Use by outside bodies.  For Scout Association Members, this risk assessment must be used in addition to compliance with Policy, Organization and Rules (POR).		June 2019
Assessed by: Peter de Salis	For: Steve Cox	Review & Authorized by: Steve Cox May 2019	Signature: <i>Steve Cox</i>
<b>Hazard</b>	<b>Persons at Risk</b>	<b>Control Measures</b>	<b>Notes</b>
<b>Traffic entering and on site.</b> Single-track road. Parking area. Contact with moving vehicles.	Adults Young people Visitors Public	Traffic Control Plan in place for large events. Large buses and numbers refer to Traffic Control Plan. Give way to other users on single-track approach road. Do not exceed national speed limit on approach road and drive no faster than walking pace. Well-defined parking area for a total of 53 cars. No vehicle access beyond parking area. Suitable adults supervise vehicle movement.	Traffic Control Plan to be implemented.
<b>Vehicle movement in car park</b>	Adults Young people Visitors Public	All parties to be aware of uncontrolled vehicle movements. Vehicle may reverse and people / small children may not be seen in blind spots. Leaders and adults to supervise young people movements around car park.	
<b>Electricity.</b> Portable appliances and the supply to them. Fire, electrocution.	Adults Young people	Electricity in buildings and temporary buildings installed and tested to BS7671 17 <sup>th</sup> Edition. The Pinsent Committee holds a list of all portable appliances provided. All portable appliances are PAT tested annually and items that fail are removed. During year Pinsent Committee to periodically inspect portable appliances and take any that fail inspection out of service. Trailing power leads are not permitted unless authorized in writing by the campsite warden.	Report of fixed electrics to be obtained and any faults rectified. A list of portable appliances provided created, PAT testing and regular inspection implemented.
<b>Legionella.</b> Breathing in Legionella bacteria in water droplets	Adults Young people	All outlets (taps and showers inside and taps outside) to be run through before 1 <sup>st</sup> use and weekly there after.	Provide inventory of outlets and log for flushing.

could lead to ill health in those people exposed.		<p>Monthly hot and cold water temperature checks carried out to verify that cold water is below 20 degree C and hot water is being stored at least 60 degree C and distribution reaches 50 degree C within 1 minute.</p> <p>Showerheads and outlets descaled every 3 months.</p> <p>All fittings to showers and water distribution comply with The Water Supply (Water Fittings) Regulations 1999.</p>	<p>Provide evidence of monthly checks.</p> <p>Provide evidence of 3 monthly descaling.</p> <p>Signs fitted warning of hot water or TMV's fitted. If fitted a surface probe will be needed.</p>
<p><b>Toilet block / Showers.</b></p> <p>Slips, trips and falls in shower.</p> <p>Scalding in showers /wash room.</p> <p>Access steps</p>	<p>Adults</p> <p>Young people</p>	<p>Take care when using toilet block / showers as wet floors are slippery.</p> <p>Where very young people may use the washroom / showers water temperature is to be monitored by an adult leader.</p> <p>Do not use washroom taps for drinking water.</p> <p>Turn off all outlets when not in use.</p> <p>Be considerate to other users.</p> <p>Use handrails when moving up and down the access steps</p> <p>Steps may be wet and slippery due to weather, leaves etc.</p>	
<p><b>Food Hygiene.</b></p> <p>Provision of fridges.</p> <p>Preparation of food.</p> <p>Illness caused by unwholesome food.</p>	<p>Adults</p> <p>Young people</p>	<p>Fridges are provided to keep food cool.</p> <p>During year Pinsent Committee to periodically inspect fridges to ensure running at correct temp and take any that fail inspection out of service.</p> <p>Fridges are regularly PAT tested.</p> <p>Leaders are responsible for ensuring appropriate action is taken before food is prepared or eaten.</p>	
<p><b>Drinking and cooking with Water.</b></p> <p>Drinking or cooking with unwholesome water.</p> <p>Slips, trips and falls in vicinity of water taps.</p>	<p>Adults</p> <p>Young people</p>	<p>Taps are provided in buildings and at campsite areas.</p> <p>Leaders are responsible for ensuring appropriate action is taken before water is drunk.</p> <p>Water taps have been provided in a gravel surround as soak away.</p> <p>Turn off water taps when not in use.</p> <p>No washing up, personal washing or teeth cleaning to be done at external taps.</p>	

<p><b>Fire.</b> If unable to escape persons may become overcome by flame, smoke or toxic fumes.</p>	<p>Adults Young people</p>	<p>Refer to site Emergency Instructions. Leaders to obtain a set of fire extinguishers and alarm bell from Pinsent committee. Other fire extinguishers provided by leaders according to own risk assessment. Fire extinguishers to be serviced annually. Leaders to ensure read and understood emergency procedures and to brief all those under their charge. Adequate access for the fire brigade to be maintained. Space between cooking tents / dining shelters and other tents. (6m recommended). No naked flames (smoking, cookers or lamps) to be left burning whilst unattended. No gas lamps to be used in sleeping tents. Gas bottles to be correctly fitted, changed in open air away from naked flames. Gas bottles to be switched off at valve when not in use. Gas bottles to be stored outside tents in open air. No smoking in tents. Conduct fire safety check before retiring at night.</p>	<p>Ensure fire extinguishers are serviced annually and records kept.</p>
<p><b>First aid</b> If untreated casualty may become worse.</p>	<p>Adults Young people</p>	<p>Refer to site Emergency Instructions. Notice board has directions to nearest 24 hour A&amp;E department. Leaders responsible for their own first aid arrangements.</p>	<p>Leaders are responsible for providing their own first aid kit when using site.</p>
<p><b>Trees.</b> Major trees falling down and dropping limbs.</p>	<p>Adults Young people Public</p>	<p>Tree survey carried out by tree surgeon every 3 years, Leaders responsible for ensuring trees are not climbed or damaged in any way. Leaders responsible for ensuring no camping under major tree limbs.</p>	<p>Report any trees or limbs that appear to have a fault to the camp site warden.</p>
<p><b>Gates and fences.</b> Splinters from wood. Injury from barbed wire. Injury from gate mechanism.</p>	<p>Adults Young people Public</p>	<p>No climbing or playing on fences and gates. The surrounding fence is not a secure barrier. Leaders are responsible for young people to remain on site.  Undesirable members of the public should not be confronted. Call emergency services or security if applicable. Refer to site Emergency Instructions.</p>	<p>Unauthorized members of the public may be asked to leave.</p>

		A leader to ensure the gate is shut when not in use. Leaders to ensure young people do not stray onto farmer's fields and other areas.	
<b>Open areas.</b> Slips, trips and falls due to uneven ground. Moving around at night.	Adults Young people	Grass cut regularly by Pinsent Committee. Campsite is of a wild nature, beware of tree roots etc. Use torch at night. Beware of overhanging branches.	
<b>Camping areas.</b> Tents may burn down. Slips, trips & falls over tents.	Adults Young people	No smoking in or around tents. Secure tents when not on site Place tents in correct places only. Leaders to ensure playing games, running or 'skylarking' around tents does not happen to reduce risk of tripping over guide ropes and pegs. Grass cut regularly.	
<b>Theft from site</b>	Adults Young people	Whilst the site is private, it cannot be considered as secure. Do not leave valuables unattended. Secure equipment away when not in use.  No liability is accepted whatsoever for theft or damage to property by the Winchester District Scout Council. Any equipment or valuable left on site is entirely at your own risk.	
<b>Lighting fires.</b> Slips, trips & falls. Burned by fire,	Adults Young people	Fires are only to be lit in designated areas. Leaders to ensure scout guidance on lighting fires are adhered to. Leaders to ensure that suitable footwear is worn. Leaders to ensure fire water buckets are readily available near fire. Choose a clear area, away from trees and bushes Ensure there are no overhanging branches Try and choose somewhere with a natural windbreak Never build a fire too close to a tree so that it chars the natural environment. Keep gathered firewood away from fire area Never leave your fire unattended or allow it to grow into a bonfire Never leave young people unattended near a campfire	

		<p>Never build a camp fire in extremely windy conditions</p> <p>Never hill throw plastics, glass or aluminium into the fire. It is very difficult to clean up.</p>	
<p><b>Wood Pile</b> Splinters, nails, pallets &amp; logs, falling over &amp; use of chainsaw.</p>	<p>Adults Young People</p>	<p>Be ware that much of the wood pile, by it's very nature contains sharp nails.</p> <p>Leaders are to ensure that those entering the woodpile are aware of the risks, wear appropriate footwear/gloves and are properly supervised.</p> <p>Do not allow pallets or logs to be stacked too high.</p> <p>No climbing on stacks of pallets.</p> <p>Care to be taken when pulling pallets down.</p> <p>No running in the woodpile area.</p> <p>No climbing on pallet or log piles.</p> <p>Be aware of obstructions. Clear through ways in area.</p> <p>Do not lift logs or pallets that are too heavy. Ensure correct lifting methods are used.</p> <p>Crates or logs should not be cut up in the woodpile area. All items should be taken to an appropriately marked out area.</p> <p>Only trained and properly equipped operators to use chain saws.</p> <p>Ensure that the woodpile is closed while chainsaws are being used.</p>	
<p><b>Campfire circle.</b> Slips, trips &amp; falls Group behavior Burned by fire or sparks Smoke inhalation Fire spreading out of control</p>	<p>Adults Young people</p>	<p>Pinsent committee to ensure campfire circle is free from hazards, which may cause a person to trip.</p> <p>Leaders to check area for fallen branches etc. prior to activity.</p> <p>Leaders to ensure appropriate footwear worn.</p> <p>Leaders to ensure group is under control at all times and to stop activity if participant's behavior is dangerous.</p> <p>Fire to be lit before group's arrival.</p> <p>Participants to use seating provided.</p> <p>Participants are advised to close eyes if smoke is blown in their direction.</p> <p>First aider on site.</p> <p>Only leaders to tend fire.</p> <p>Spare wood to be stored a safe distance away from the fire.</p>	

		<p>A bucket of water to be within the campfire circle and used for any sparks etc.</p> <p>Area to be cleared of any fast reacting tinder prior to building the campfire.</p> <p>Campfire to be kept free of sparks which drift towards trees and woodpile.</p> <p>Note gaps between seating and base areas. Ensure users do not place limbs in these gaps.</p>	
<b>The Round House</b>	<p>Adults</p> <p>Young people</p>	<p>Only access the Round House though the entrance.</p> <p>No jumping over the walls</p> <p>No climbing on the roof. It is not sufficiently strong to support weight.</p> <p>No fires or naked flames of any type to be lit in or near the building.</p>	
<b>Cuts and contamination to feet.</b>	Young people	Leader to ensure appropriate footwear is worn at all times when walking around the campsite.	
<b>Injury / illness caused to allergy sufferers by hay fever, or by long or mown grass. Natural insects, bees, wasps and adder.</b>	Young people	<p>Leaders to ensure that those that suffer bring own medicine.</p> <p>Leaders to ensure that young people do not play in long grass or throw any grass cuttings.</p> <p>The Pinsent committee to regularly check site to ensure free of risks. If risk exists call in assistance and warn camp users.</p>	
<b>Waste.</b>	<p>Adults</p> <p>Young people</p>	<p>Ensure that sharp objects such as tine, broken glass tec. are suitably disposed of.</p> <p>Users to take all rubbish home.</p> <p>There are very limited rubbish deposal facilities on site.</p>	

<b>Cleaning</b>	Adults	Do not use young people for this task Use the lowest strength chemical possible. Read the label before use. Wear gloves. Never climb anything to gain access.	
<b>Fighting with sticks etc.</b> Injury to young people	Young people	Leaders are to ensure it does not happen. Young people will always be to do this!	

