

Risk Assessment Form v3

Effective date: February 2012



Event Date of event Organiser.....

Event suitable for Adults Older Children 10 years+ Younger children Dogs on leads

(Circle as applicable)

Risk assessment carried out by Date.....

Has route / venue been checked in advance? Yes/ No / Not applicable

Tick applicable boxes below, taking into account the capabilities of the expected participants. If there is no risk of a particular potential hazard, tick the N/A box. Warn participants of any risk considered moderate or high.

Potential Hazard	Risk of incident				Risk Mitigation Measures Please delete or add measures as required
	Low	Medium	High	N/A	
Road Traffic					<ul style="list-style-type: none"> - Minimise walking or cycling on major roads - Change route if risk becomes unacceptably high - Advise on bright clothing and safe side of the road to walk
Railway					<ul style="list-style-type: none"> - Do not cross railways other than on approved crossings
Incident in isolated place					<ul style="list-style-type: none"> - Call Mountain rescue if those involved cannot easily move to safer location - Inform participants if activity is in particularly remote locations, and notify Mountain Rescue of route - Amend route if considered necessary
Farm Animals					<ul style="list-style-type: none"> - Ensure dogs are on a lead and follow the Country Code - Try to avoid cornering farm animals - Amend route if considered necessary
Other Users of Area					<ul style="list-style-type: none"> - Advise members to give appropriate space to other users particularly cyclists and motorcycle scramblers - Amend route if considered necessary
Stumbles or falls on rough or slippery ground including scree					<ul style="list-style-type: none"> - Advise participants on suitable footwear and any particularly rough ground - Amend route if considered necessary - Call Mountain Rescue or other medical help if serious injury occurs
Falls from height					<ul style="list-style-type: none"> - Advise participants if route passes significant steep drops - Amend route if considered necessary
Exposure					<ul style="list-style-type: none"> - Inform participants of suitable clothing - Request participants not to partake in activity if they are particularly ill equipped considering the conditions and

					<p>nature of the activity</p> <ul style="list-style-type: none"> - Check weather forecast - Amend route if considered necessary
Sunburn, heat exhaustion, dehydration					<ul style="list-style-type: none"> - Inform participants of suitable clothing and need for liquids - Check weather forecast - Amend route if considered necessary
Extreme weather conditions e.g. snow, ice, heavy rain, strong wind					<ul style="list-style-type: none"> - Inform participants of suitable clothing - Request participants not to partake in activity if they are not suitably equipped considering the conditions or are believed to be incapable in those conditions - Check weather forecast - Amend route or cancel event if considered necessary
Falling rocks					<ul style="list-style-type: none"> - Advise participants of particular hazards - Amend route if considered necessary
River/ Canal/ Sea					<ul style="list-style-type: none"> - Advise participants if there is a significant risk of falling into water - Amend route if considered necessary
Tides					<ul style="list-style-type: none"> - Check tide times - Identify escape routes if there is a risk of being stranded
Health, fitness, disability					<ul style="list-style-type: none"> - Advise members of the nature of activities - In extreme cases request individuals not to participate
Differing abilities within the group					<ul style="list-style-type: none"> - Advise members of nature of activities - Advise more capable members to make allowances for others i.e. not leave them behind. Appoint a back marker - Consider splitting the group if appropriate
People getting lost					<ul style="list-style-type: none"> - Appoint a competent organiser - Have at least one map available - Appoint a back marker where necessary
Dogs					<ul style="list-style-type: none"> - Advise owners to have a dog on a lead when appropriate. Be aware of the Country Code - Advise members not to bring aggressive dogs
Injury or damage to third party or their property					<ul style="list-style-type: none"> - Avoid actions that are likely to cause injury or damage to third parties or their property. - Be aware of the Country Code
Hazardous ground (e.g. bog, sand, old mine workings)					<ul style="list-style-type: none"> - Advise participants route passes over or near hazardous ground - Amend route if considered necessary
Plants trees etc.					<ul style="list-style-type: none"> - If plants or vegetation are known to be hazardous then advise the group accordingly
Darkness					<ul style="list-style-type: none"> - Make members aware if activity is known or likely to be after sun-set and advise them to carry a head torch
Electric fences					<ul style="list-style-type: none"> - Make participants aware of electric fences - Where possible remove wires using insulated handles provided - Amend route if considered necessary
Pushchairs					<ul style="list-style-type: none"> - Make participants aware of the nature of events - If deemed appropriate advise participants that an activity is not suitable for pushchairs

Children being carried					-Make participants aware of the nature of events -If deemed appropriate advise participants that an activity is not suitable for children that may have to be carried
Burns					- Advice against excessive people in confined spaces e.g. kitchen - Responsible persons to light and cook on BBQ's and open fires
Fire					- Comply with any building fire regulations - Avoid blocking fire exits or leaving internal fire doors open.
Food Poisoning					- When required advise members on basic hygiene e.g. washing hands - Use colour coded chopping boards when provided - Avoid serving out of date food
Disagreement amongst individuals					- The organiser's word is final. If one or more individuals choose to ignore instructions, they will no longer be deemed to be participants in the current activity
Add other risks as required					

General

- The group will select a competent organiser for each activity / event.
- Children under 18 must be accompanied by a parent or guardian at all times. The parent(s) or guardian are responsible for the child's safety, behaviour and overall wellbeing at all times.
- Walk organisers must carry or ensure suitable safety equipment is available e.g. a first aid kit, map, mobile phone (if they have one), a survival bag, and other equipment appropriate to the event.
- Participants are responsible for informing the walk organiser if they intend to leave the group and make their own way.
- All participants are members or temporary members of Newport Outdoor Group and their children (or children they are responsible for).
- All members of NOG are provided with information on the programme and website about suitable clothing and responsibilities.

Notes
