



RISK ASSESSMENT FOR DofE WALKING EXPEDITIONS



School/Youth Group: District/School no: Barnet/.....		Venue: Activity: D of E Walking Expedition	
ASPECTS TO CONSIDER (List only actual hazards)	Who is affected?	CONTROL MEASURES Written evidence that the six key areas have been considered	Risk Rating with control measures
6 Key areas are identified below where potential hazards may occur. These are the areas that must be reviewed before final approval is granted.	Pupils (P) Staff (S) Visitors (V)		Likelihood x severity =

<p>PEOPLE:</p> <p>1. Type of Group Ratios, special educational and medical needs. Violence to staff / behavioural contract Smoking Gender Issues</p> <p>2. Staffing The nature of the activity will identify specific types of hazard which could result in injury. Competence & suitable experience, reflecting the activity, the venue and the type of group, is therefore essential.</p>	<p>PSV</p> <p>PSV</p> <p>PSV</p>	<p>Supervision levels and suitable specialist staff are employed. Working ratios are max 7 pupils per group, min 4 pupils per group.</p> <p>A 'Behaviour Contract' including a No-Smoking Policy is signed and agreed by pupils, parents and staff. Staff to be of mixed gender where appropriate.</p> <p>Appropriate National Governing Body awards are held or individuals have been locally accredited. Supervisors and instructors are approved by the AAP and hold a current 1st aid qualification.</p>	<p>2x1=2 Insignificant</p> <p>2x1=2 Insignificant</p> <p>1x1=1 Insignificant</p>
<p>CONTEXT:</p> <p>3. Equipment Suitable and sufficient materials and equipment is provided. Equipment failure or misuse must be avoided. Burn injuries and fire risk through use of cooking stoves. Hypothermia / exposure conditions, heat and cold disorders, dehydration, adverse weather and poor visibility.</p> <p>4. Venue/Environment Insufficient pupil competence or supervision.</p>	<p>P</p> <p>P</p>	<p>Personal Protective Equipment (PPE) is 'fit for purpose'. A suitable system for the care, maintenance and inspection of PPE is in place. Appropriate briefings, training and supervision related to navigation, camp craft, nutrition and food preparation, load carrying, country and highway code, first aid and emergency procedures will be covered. Camp craft skills will include the use of stoves using liquid fuel (trangia stoves recommended). Gas cartridges to be self sealing if used. Checks made as to the suitability of clothing and equipment worn for the activity, in relation to warmth, comfort and safety. Additionally, sun protection and heat disorders will also be addressed.</p> <p>Pupils are trained appropriately before the venture and their competence, fitness, preparation and attitude to work independently is assessed by the visit leader/supervisor</p>	<p>2x2=4 Low</p>

<p>Falls, drowning, hypothermia / exposure, heat and cold disorders, dehydration, injury from falling rocks dislodged, slipping crossing stiles / fence. Exposure to Leptospirosis / Weils disease, and or Lyme disease.</p> <p>Getting lost</p> <p>Injury, Illness or emergency</p> <p>Exposure to extreme weather - cold, wet,</p>	<p>P</p> <p>P</p> <p>P</p>	<p>and by the appointed assessor. The supervision arranged is flexible and may become tighter or looser as the situation and the ability of the group dictates. Supervisors will employ a range of supervision styles e.g. shadowing, fixed check points, or accompanying the group. Pupils are in small groups, maximum of 7 minimum of 4 and understand the importance of group work and collective decision making.</p> <p>Camp- sites and route researched and risk assessed and if necessary visited and pre-walked - specific hazards (cliffs, water hazards etc) are identified and if necessary avoided. Appropriate briefings for water hazards are delivered with particular attention given to the possibility of streams and rivers running in spate. Appropriate briefings, training and supervision related to navigation, camp craft, nutrition and food preparation, appropriate water supplies, health and hygiene, load carrying, country and highway code, first aid and emergency procedures will be covered.</p> <p>Pupils have sufficient navigational skills and training and have been briefed appropriately.</p> <p>Pupils are trained in emergency procedure and in basic first aid. Group carries a first aid kit, emergency prompt cards and sufficient camping equipment and food to be self-sufficient in the event of an unplanned emergency overnight camp. Medical conditions of participants have been checked and any medication required is carried. (e.g. inhalers) Leader has planned emergency procedures and communications are arranged between the staff team. Mobile phones are carried, in a weather-proof package, by groups, for emergency use.</p>	<p>2x2=4 Low</p> <p>3x2=6 Moderate</p> <p>4x2=8 Moderate</p> <p>3x2=6 Moderate</p>
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heat and sun.	PSV	Daily weather forecast obtained. All participants have suitable footwear, clothing and equipment, planned escape and alternative routes.	3x2=6 Moderate
ORGANISATION: 5. Travel Suitability of vehicle and competence of drivers. Identify main hazards for journey and stopping points	PSV	Checks have been made as to the suitability of the coach company/minibus drivers. All party members made aware of emergency procedures on the coach/minibus. <ul style="list-style-type: none"> • Seat belts worn at all times when vehicle is moving • Hand Luggage safely stored • No walking round the vehicle • Procedure for leaving coach/minibus in an emergency/break-down situation All pupils counted onto coach after every stopping point.	2x4=8 Moderate
6. Emergency Procedures	P	Emergency procedures are in place. Supervisors and instructors understand their role and responsibilities. Contact numbers have been exchanged.	2x4=8 Moderate

RISK RATING GUIDE






Below is a simple guide to help determine the risk rating of each hazard identified.

A Risk Assessment must be **'Suitable and Sufficient'**. That is to say:

- It should identify the risks arising in connection with the activity.
- The level of detail included should be proportionate to the risk.
- It must consider all those who might be affected i.e. staff, pupils, other instructors etc.

- It should be appropriate to the activity and should identify the period of time for which it is likely to remain valid.
- It should enable management to determine the level of control measures necessary

Risk Rating = Likelihood X Severity

Likelihood:		Severity:		Risk Level Matrix:					Key		
1	Improbable	1	No or trivial injury/illness	L i k e l i h o o d	5	10	15	20	25		Insignificant
2	Unlikely	2	Minor Injury/Illness		4	8	12	16	20		Low
3	Even Chance	3	3+ Days Lost Time Injury/Illness		3	6	9	12	15		Moderate
4	Likely	4	Major Injury/Severe Incapacity		2	4	6	8	10		High
5	Almost Certain	5	Death(s)		1	2	3	4	5		Intolerable
				Severity							