

# Ratlingate Scout Camping Centre – Risk Assessment

Assessment No. 13

Review Date –27 September 2019

Assessed by –Michael Saunders (**Facilities Manager**) Date –27 September 2018

Signed – *M. Saunders*



HAZARD	RISK	POSSIBLE CONTROL MEASURES
<ul style="list-style-type: none"> <li>▪ <b>Building Construction</b></li> </ul>		
Blocked drainpipes, gutters, drains	Makes ground slippery, slip if freezes	Regular inspection, cleaning out
wood burning stove	Falling on to fire, hot embers jumping out	Use fire guard
Balcony area	Fall if climb over balustrade	Do not allow children unsupervised access
<ul style="list-style-type: none"> <li>▪ <b>Services</b></li> </ul>		
Gas Supply	Explosion, fire, asphyxiation	Use HSE approved gas fitter (CORGI registered) for work on fittings/appliances. Isolation valve turned off on vacating premises. Preventative maintenance. No naked flames in vicinity of gas bottle store.
Water	Leaks, burst pipes	Lag pipes, regular checks, consider draining system if appropriate in winter
Sewer and waste water pipes	Leaks, blockage, health hazard	Regular inspection, plus cleaning of grease trap
Electricity – overloaded sockets, trailing leads, damaged leads or plugs	Electrocution, fire, tripping	Check leads, plugs, and equipment regularly. If anything substandard, remove from use & employ competent person for repair. Unplug equipment & isolate supply before leaving building.

<ul style="list-style-type: none"> <li>▪ <b>Access/exit routes (internal &amp; external)</b></li> </ul>		
Obstructed, unlit, in poor repair, uneven, locked fire exits	Trips, confusion, possible loss of life or injury in emergency	Keep clear, maintain, ensure fire exits are accessible at all times and nothing blocks fire exit door on outside. Fire exit signed. Make users aware of fire exits.
<b>HAZARD</b>	<b>RISK</b>	<b>POSSIBLE CONTROL MEASURES</b>
<ul style="list-style-type: none"> <li>▪ <b>Combustible material</b></li> </ul>		
Curtains, furniture, rubbish or anything that could be fuel in a fire	Injury, damage, loss of life	Adequate insurance, removal of rubbish, check building on exit
<ul style="list-style-type: none"> <li>▪ <b>Gas Cylinders</b></li> </ul>		
Liquefied petroleum gas, butane/propane and associated appliances	Fire risk from leaks, vapour heavier than air so can collect in "pits" or near floor, wrong cylinder in wrong appliance, rubber hoses in poor condition	Training check before use. No flames, no smoking, have good ventilation when changing cylinder. Store spare cylinders securely outside on areas free of combustible material but not below ground level, away from drains & keep upright.
<ul style="list-style-type: none"> <li>▪ <b>Electric heaters</b></li> </ul>	Danger of electrocution and fire	Do not cover, keep water away, do not tamper with guards.
<ul style="list-style-type: none"> <li>▪ <b>Store Rooms</b></li> </ul>		
Dangerously stacked tables and chairs	Injury	Ensure that users are instructed how to store safely, check on departure
Equipment e.g. dirty cooking equipment	Health risk, attract vermin	Inspect before storing
Access equipment e.g. ladders not fit for purpose i.e. damaged warped	Break rung in use leading to fall	Need risk assessment for use of ladders/ access equipment coupled with regular inspections of ladders etc.

HAZARD	RISK	POSSIBLE CONTROL MEASURES
<ul style="list-style-type: none"> <li>▪ <b>Toilets, washing facilities, showers</b></li> </ul>		
Unclean, legionella organism in water supply	Health risk	Regular inspection and cleaning regime including descaling and disinfection of shower heads. Maintain supplies.
Toilet cleaners, chemical cleaners. Could be corrosive, irritant	Mixing of incompatible ones could release toxic fumes with associated health risk. May cause burns, irritate skin, splash into eyes/face	COSHH risk assessment required and applies to all chemicals at facility. Secure storage of any dangerous substances. Training, read labels
<ul style="list-style-type: none"> <li>▪ <b>Tables and chairs</b></li> </ul>		
Inappropriately stacked for storage, obstructing floor area, corridors or exit routes	People or children can collide/slide into them or trip causing injury	Store away from activity areas or secure them and put away

HAZARD	RISK	POSSIBLE CONTROL MEASURES
<ul style="list-style-type: none"> <li>▪ <b>Kitchen</b></li> </ul>		
Knives, fridges, spills of food or water. Poor housekeeping	Cuts, risk of fire. Vermin being attracted by food, slip hazard from spills, risk of food poisoning	Training. Regular defrosting of fridges, food segregation, keep food in sealed containers, regular removal of unwanted/ out of date items. Check electrical equipment regularly. Clean up spills promptly. Maintain fire blanket
Range Cooker	Gas leaks, burns	Regular testing / certification. Only to be used by adults or under adult supervision.
Instant Water Boiler	Scalds	Only to be used by adults. Warning notice
Breakages of glass, crockery	Risk of cuts on cleaning up and to subsequent handler of rubbish bag	Wear protective clothing, separately wrap before disposal so sharp edges do not pierce bag and cause injury
<ul style="list-style-type: none"> <li>▪ <b>Manual Handling</b></li> </ul>		
Moving furniture, pieces of equipment, lifting rucksacks/kitbags	Risk of injury, permanent disability	Training, be aware of people with existing medical problems, use mechanical aids e.g. trolleys. Do a Manual Handling Assessment.
<ul style="list-style-type: none"> <li>▪ <b>Vandalism &amp; Theft</b></li> </ul>	Damage, loss of facilities	Security shutters and lighting, regular checks
<ul style="list-style-type: none"> <li>▪ <b>Fire by Arson</b></li> </ul>	Damage, loss of facilities, loss of life	Adequate fire fighting equipment, checked regularly. Adequate insurance. Good housekeeping. Security lighting. Smoke detectors
<ul style="list-style-type: none"> <li>▪ <b>Surrounding land</b></li> </ul>		

Grass, rubbish, uneven ground, tree roots/stumps	Long grass and rubbish promotes risk of fire, injuries from slipping, tripping	Regular grass cutting & maintenance, housekeeping. Awareness of the risks of the natural environment
Forestry Operations	Injury or loss of life	Ensure adequate signage / barriers. Work to be carried out when site unoccupied or remote from users (see task specific risk assessment).

HAZARD	RISK	POSSIBLE CONTROL MEASURES
<ul style="list-style-type: none"> <li>▪ <b>Surrounding land</b></li> </ul>		
Pond & stream *	Danger of drowning	Set boundaries, supervise, and make aware of risk.
Poisonous plants & fungi	Danger of death	Remove if practical, supervise, and make aware of dangers.
Bouldering wall	Injury	To be used only under adult supervision.
Archery range / archery store	Injury or death	To be used by supervised and trained persons only, carry out risk assessments as appropriate. Site specific risk assessment available in archery store
<ul style="list-style-type: none"> <li>▪ <b>Storage containers &amp; equipment</b></li> </ul>		
Heavy doors	Injury	To be opened by authorised personnel
Tools (manual and power)	Injury or death	To be used by supervised and trained persons only, carry out risk assessments as appropriate
Petroleum	Danger of fire	Store in metal canisters away from sources of ignition, no smoking, naked flames
Chemicals	Injury or death	COSHH risk assessment required and applies to all chemicals at facility. Secure storage of any dangerous substances. Training, read labels
<ul style="list-style-type: none"> <li>• <b>Car Park</b></li> </ul>		

Moving Vehicles	Injury or death	Keep off car park area except for arrival and departure. Young people to be supervised and under control when entering parking area. Area adjacent to building to be used for loading / unloading and disabled parking only.
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Please advise us if you are aware of any other hazards, thank you.

**\* PLEASE NOTE THAT ANY WATER ACTIVITIES MUST BE IN ACCORDANCE WITH POR AND SUBJECT TO YOUR OWN RISK ASSESSMENT.**

**CRATE STACKING IN THE ACTIVITY BARN MUST ONLY TAKE PLACE WITH QUALIFIED SUPERVISION IN ACCORDANCE WITH POR.**