



St Andrew's, Malvern RISK ASSESSMENT



Activity / Event Title: **Standard Risk Assessment for Groups from St Andrew's going on common adjacent to church**

Activity / Event Date: Generic Risk Assessment (no adventurous activities)

Person in Charge of Event: Group Leader Others attending:

Date of Assessment: 2018 Assessment by: For Safeguarding Team by Derek Barnes

Summary of Event (inc. place, dates, transport, numbers, age range, etc.):		Impact: 5 - Major, 4 - Significant, 3 - Considerable, 2 - Moderate & 1 - Minor Likelihood: 5 - Very Likely, 4 - Likely, 3 - Possible, 2 - Unlikely & 1 - Very Unlikely							
ID	Risk	Consequences	Impact	Likelihood	Inherent Risk	Risk Reduction Measures	% Risk Reduction	Residual Risk	Person Responsible
1	Area to be used contains potential hazards	Injury or damage to those involved, equipment and cloths.	4	4	Significant	Check areas to be used for sharp objects, animal mess, stones, metal, rubbish, etc. Any hazards (e.g. water or brambles) identified.	50%	Moderate	Group Leader to ensure that all areas to be used are checked via a walkover before being used and any inappropriate objects found are removed before the areas are used (which should be away from hazards).
2	Accident crossing the road	Potentially life threatening	5	3	Significant	Adults present at all road crossing points to supervise people crossing	50%	Moderate	Group Leader to ensure adults present and know what to do when crossing roads and that all activities take place well away from roads.
3	Child / person wanders off and gets detached / crosses road / gets lost	Potentially serious	4	3	Considerable	Leaders to supervise all present and make sure no one leaves the group without responsible adults present.	30%	Moderate	Group Leader to ensure that adults monitor those present at all times.
4	Abuse (inc child or vulnerable adult)	Life changing	5	2	Considerable	Supervising adults to have current Disclosures and up to date Safeguarding training.	50%	Moderate	Group Leader to ensure that there are sufficient adults with current Disclosures and up to date training present at all times.
5	Insufficient adults present to properly supervise	Accidents, wandering off, etc. leading to above risks materialising	4	3	Considerable	Group Leader to make sure that there is a good ratio of responsible adults to young people present (and always an absolute minimum of two).	50%	Moderate	Group Leader to ensure adequate responsible adults present. Suggested that babies and toddlers only taken with parents / guardians, at least one adult for every 6 young people under 10 and at least one adult for every 10 young people over 10; always in addition to the Group Leader themselves.
6	Accident on common (including heat stroke, hyperthermia, broken bones, cuts and bruises) including water (drowning)	Potentially life threatening	4	3	Considerable	All participants to be suitably clothed (inc footwear) for going on the common. First aid kit, drinking water, mobile phone and any other appropriate equipment to be carried with the group.	50%	Moderate	Group Leader to ensure: a. All suitably clothed. b. First aid kit carried with group by competent person. c. Mobile phone (charged) & contact details are carried. d. All keep well away from any water unless very closely supervised by a responsible adult.
7	Adventurous Activity	Accidents / damage	5	3	Significant	If any adventurous activity is planned or undertaken a separate Risk Assessment must be undertaken first.	90%	Minor	Group Leader
8	Lost Property	Annoying & potential parent / guardian threats	2	4	Moderate	Only take necessary items on the common, e.g. nothing valuable. Ensure that the area(s) where the group have been are clear before leaving the common.	50%	Minor	Group Leader and all adults present

Key Actions to be taken:

Group Leader to review generic risk assessment understand all the issues and put them into place, before proceeding with the event.

How, to whom and when will this risk assessment be communicated:

Group Leader to instruct all attending before the event (adults, young people and any vulnerable adults) what they must and must not do, plus what they need to take / carry.