

Risk Assessment Form

Assessment No: 05		Assessment Date: 19/04/21		Assessment Type (Select as appropriate: see Note 1)	
Section: Beavers, Cubs, Scouts, Explorers		References:		<input type="checkbox"/> Specific	<input checked="" type="checkbox"/> Generic
<input type="checkbox"/> Record of dynamic risk assessment					
Activity/Process: Fire Building					
Assessor			Activity Leader (See Note 4)		
Name:	Jon Skinner		Name:		
Role:	Group Scout Leader		Role:		
Signature:			Signature:		
Hazards	Who is at Risk?	Control Measures (Specific existing Control Measures)		Risk Rating (Likelihood X Consequence) (See Note 3)	What has changed that needs to be thought about and controlled?
General obstructions (equipment and other items) – risk of injuries to participants or leaders setting up, moving, or removing items.	Young People / Adult Volunteers	<ol style="list-style-type: none"> Leaders and Young Leaders should oversee setting up any equipment used for the activity and moving to where it is needed, especially on uneven ground outdoors. No one should carry larger or awkward items on their own if possible. 		2 x 1 = Low	
Rough wood – risk of splinters or blisters from handling. Injuries	Young People / Adult Volunteers	<ol style="list-style-type: none"> Leaders should tell everyone to take care when collecting, cutting or snapping wood. Participants should wear strong gloves if they can. 		2 x 1 = Low	

from nails or staples in hands. Injuries to feet from standing on nails embedded in wood in the wood pile		<ol style="list-style-type: none"> 3. Have appropriate gloves available. 4. Care must be taken when standing on wood and strong footwear to be worn. 		
Sharp items (saws, axes, and knives) – risk of injuries from mistakes or misuse.	Young People / Adult Volunteers	<ol style="list-style-type: none"> 1. Leaders should be competent and give young people information and training before they use sharp items. 2. Leaders should supervise young people and continue to assess their competence. There should be at least one adult or Young Leader for each group taking part. 3. Count out the sharp items and be clear on how many are being used. Then count the sharp items back in to make sure they're all returned. 4. Keep items masked (have their blade covered) and stored safely between uses. 	2 x 1 = Low	
Axe and saw – risk of injury to non-participants or observers.	Young People / Adult Volunteers / Visitors	<ol style="list-style-type: none"> 1. Create a safe cutting area (check guidance for safe size and distances). 2. Store tools correctly and ensure tools are sheathed or blades are folded away when not in use 	2 x 1 = Low	
Heat sources – risk of burns from mistakes or misuse/Starting fires - creating sparks	Young People / Adult Volunteers / Visitors	<ol style="list-style-type: none"> 1. Leaders should supervise young people when they're using hot items (such as ovens, stoves, candles, and fires). 2. There should be at least one adult or Young Leader with each group. 3. Consider the most appropriate size of group in relation to the equipment/heat source or fire in use. 4. Restrict access to the fire/equipment/heat source by using them in a defined area. 5. Brief young people on the safe use of the equipment or fire before they use them and on the possible dangers of fire lighting. 6. Explain the rules for fire lighting including: no picking up burning wood, no throwing objects onto the fire, and hold wood by one end and lower it onto the fire with your fingers near the ground. Do not add other items to the fire such as rubbish. 7. To start a fire only use kindling or bought fire lighters. 8. Do not use accelerants on the fire (any substance or mixture that accelerates or speeds the development and escalation of fire) – such as petrol, lighter fuel and other spirits. 9. Avoid loose clothing around fires – watch out for open coats, sleeves and scarves. Tuck them in and keep coats, hoodies fastened. Tie back loose hair. Do not reach over fires or flames. 10. Make sure there is an appropriate first aid kit available and that leader training is up to date. 11. Make sure that cold water is available nearby – there should be at least a bucket, running water is best if possible. 	2 x 1 = Low	

Fire – risk of uncontrolled spread of fire.	Young People / Adult Volunteers / Visitors	<ol style="list-style-type: none"> 1. Leaders should make sure fire fighting equipment is available. Options include extinguishers, fire buckets, spades, and beaters. 2. Everyone should think about location of their fire. It shouldn't be near tents, buildings or directly under low trees that could be damaged. They should also consider wind direction. 3. Everyone should build their fire off the ground on a stable platform when possible. 	2 x 1 = Low	
Behaviour – risk of overexcitement, especially at the start and end of the meeting.	Young People / Adult Volunteers	<ol style="list-style-type: none"> 1. Everyone should follow the section code of conduct that sets clear expectations of behaviour. 	2 x 1 = Low	
Pollutants from wood – risk of ill health to participants.	Young People / Adult Volunteers / Visitors	<ol style="list-style-type: none"> 1. Only use natural wood for cooking. Avoid treated wood, such as some pallets or old fencing and furniture. 2. Check the wood from the wood pile before the meeting and decide whether it's suitable. 	2 x 1 = Low	
Smoke - inhalation leading to breathing difficulties or eye injury	Young People / Adult Volunteers / Visitors	<ol style="list-style-type: none"> 1. Leaders should supervise young people and remind them to remove themselves from the smoke if wind direction changes. 2. Leaders should be aware of any participants with asthma or other conditions that could cause breathing difficulties, inhalers should always be carried. 	2 x 1 = Low	

Assessment Review							
Review Date:		Review Date:		Review Date:		Review Date:	
Name:		Name:		Name:		Name:	
Role:		Role:		Role:		Role:	
Signature:		Signature:		Signature:		Signature:	

Notes:

1. If using a 'Generic' risk assessment, Assessors are to satisfy themselves that the assessment is valid for the task and that all significant hazards have been identified and assessed. If additional hazards are identified they are to be recorded and attached to the Generic assessment.
2. Assessors are to note that they are responsible for production of the risk assessment and that they are signing to indicate that the risk assessment is suitable and sufficient and they consider the risks to be acceptable.
3. When recording the Risk Rating ensure that both the Likelihood and Consequence scores are included.
4. Activity Leader must sign to show agreement to apply the controls of this risk assessment.
5. Risk Assessments are to be reviewed:
 - Annually.
 - If there is reason to doubt the effectiveness of the assessment.
 - Following an accident or near miss.
 - Following significant changes to the task, process, procedure or Line Management.
 - Following the introduction of more vulnerable personnel.
 - If 'Generic' prior to use.

High	Improve control measures; consider stopping activity.
Medium	Review control measures and improve if reasonably practicable to do so, consider alternative ways of conducting activity.
Low	Maintain control measures and review if there are any changes.

High	Common, regular or frequent occurrence.	3	3 Med	6 High	9 High
Medium	Occasional occurrence.	2	2 Low	4 Med	6 High

Low	Rare or improbable occurrence.	1	1 Low	2 Low	3 Med
Risk Matrix			1	2	3
			Minor injury or illness.	Serious injury or illness.	Fatalities, major injury or illness
			Low	Medium	High