


<b>Location:</b>	Leicester Outdoor Pursuits Centre	<b>Date of Assessment:</b>	1/4/10	<b>Last Reviewed:</b>	Dec 24	<b>Name of Assessor:</b>	Chris Murnin
<b>Activity:</b>	General	<b>Assessment Reference No:</b>	4.16		CM	<b>Signature of Assessor:</b>	

<b>HAZARD</b>	<b>CONTROL MEASURES</b>
Tripping or slipping	<ul style="list-style-type: none"> <li>■ Participants warned of any particular risks whilst in activity areas</li> <li>■ Hazardous areas to be highlighted and secured from public access.</li> <li>■ All door mats to be in position and flat.</li> <li>■ Wet floors to be identified and warnings put in place.</li> <li>■ Grit to be put down in icy conditions and grip pain to be kept in good repair.</li> <li>■ Trailing wires to be covered by rubber cable protectors or made clearly visible .</li> <li>■ Staff to be vigilant and report any issues they may see whilst out on site</li> </ul>
Fire in building	<ul style="list-style-type: none"> <li>■ All people on site to be made aware of evacuation procedures.</li> <li>■ No smoking in buildings.</li> <li>■ No unattended naked flames in the building.</li> <li>■ Fire alarms, extinguishers, emergency lighting and signs to be in place, checked and operational according to procedures as laid out in the Fire Safety Policy, all checks to be logged appropriately.</li> <li>■ All highly flammable material, (e.g. Methylated spirits, Turpentine, Petrol and some paints), to be stored away in a cabinet.</li> </ul>
Electrocution	<ul style="list-style-type: none"> <li>■ All electrical equipment to be checked in accordance with annual equipment testing procedure – PAT annual testing.</li> <li>■ Electrical equipment not to be left lying around unsupervised.</li> <li>■ Electrical equipment to be raised off the floor when flooding is likely</li> <li>■ Electrical installation to be fully inspected every five years. last EICR test <b>May 2021</b></li> </ul>
Kitchen equipment	<ul style="list-style-type: none"> <li>■ Staff to control access to kitchen areas.</li> <li>■ All children to be supervised when in kitchen areas.</li> <li>■ If training is required, it must be given prior to using appliances.</li> <li>■ Kitchen door to be kept closed when not in use.</li> <li>■ No Sharp knives stored in Riverside kitchen</li> <li>■ Activate Kitchen door kept closed at all times</li> </ul>
Food poisoning	<ul style="list-style-type: none"> <li>■ Only people that have been in house trained or attended a food safety course to prepare food.</li> <li>■ Kitchen to be cleaned before and after use.</li> <li>■ No food to be stored beyond 'use by date' and to be stored as advised.</li> <li>■ Ensure clean adequate equipment is available for food preparation and cooking.</li> </ul>
Medical emergency	<ul style="list-style-type: none"> <li>■ All visitors and participants to be asked about their medical details prior to activity being started. Any necessary precautions to be taken relating to declared medical conditions.</li> <li>■ Necessary medication belonging to participants to be carried for the duration of the activity. In the case of some water-based activities, it may be more appropriate for the Instructor or group leader to carry such medication.</li> </ul>



	<ul style="list-style-type: none"> <li>■ All activity staff to hold a current first aid certificate or have a qualified person within close proximity</li> <li>■ Group leaders to share information to the rest of the staff team regarding large visiting groups.</li> <li>■ Staff to refer to Holiday scheme registers for information about their groups</li> </ul>
Loss of group control	<ul style="list-style-type: none"> <li>■ Ensure adequate staff to participant ratio.</li> <li>■ <u>Participants aged 8 and above:-</u> <ul style="list-style-type: none"> <li>○ 1:12 for most LOPC activities.</li> <li>○ 1: 20 Group activities such as Team building, Pioneering and Wide games</li> </ul> </li> <li>■ <u>Participants aged under 8:-</u> <ul style="list-style-type: none"> <li>○ The centre employs at least one member of Management that holds NVQ level 3 (play work or childcare)</li> <li>○ 1:8 for all childcare activities.</li> <li>○ 1:12 for all non-childcare activities.</li> </ul> </li> <li>■ <u>Off activity supervision: -</u> <ul style="list-style-type: none"> <li>○ 1:20 for all non-childcare activities.</li> </ul> </li> <li>■ If conditions or circumstances dictate, decrease staff to participant ratio.</li> <li>■ These ratios are for guidance only, in certain situations it is acceptable to increase these ratios with permission from the Duty Manager or Management Team.</li> </ul>
Exposure	<ul style="list-style-type: none"> <li>■ Encourage groups to use shelters where available.</li> <li>■ Ensure groups wear appropriate clothing and sun cream where needed.</li> <li>■ Maintain levels of hydration.</li> <li>■ Ensure adequate group kit is carried for the conditions.</li> <li>■ Monitor group responses.</li> </ul>
Dehydration	<ul style="list-style-type: none"> <li>■ Ensure adequate breaks for rehydration.</li> <li>■ When off-site carry adequate amount of liquid.</li> </ul>
Lack of group control during high winds	<ul style="list-style-type: none"> <li>■ Do not take group Canoeing, Kayaking or Stand Up Paddleboarding in high winds unless they are suitably experienced.</li> <li>■ Management Team to consider alternative activities</li> <li>■ Refer to High Wind risk assessment.</li> </ul>
Adverse weather	<ul style="list-style-type: none"> <li>■ If necessary obtain a weather forecast prior to the session beginning.</li> <li>■ Do not run roped or water based sessions in close proximity lightning storms. 30:30 rule (30s or less between flash and thunder, take shelter for 30 minutes after last thunder)</li> <li>■ If necessary, remain indoors.</li> </ul>
Bacterial infections or injury during high water conditions	<ul style="list-style-type: none"> <li>■ Advise people to shower after water activity.</li> <li>■ Advise all participants to wash their hands after activities and certainly before eating or drinking.</li> <li>■ Cancel outdoor sessions if the ground is unsuitable.</li> <li>■ If the car park is flooded appropriate measures to be taken to ensure everyone arriving and leaving the centre can do so in a safe manner.</li> </ul>



	<ul style="list-style-type: none"> <li>■ Cuts to be covered by waterproof plasters.</li> <li>■ Syringes/ sharps to be collected by a nominated person or river agency.</li> <li>■ Appropriate footwear to be worn at all times.</li> </ul>
Further risk	<ul style="list-style-type: none"> <li>■ All risks should be minimised by continual appraisal of participant's condition, the environment and equipment through dynamic risk assessment by the staff members involved.</li> <li>■ Some risk remains but every care must be taken to minimise this.</li> </ul>