|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Name of Section or Activity** | 5th FROME Group – OUTSIDE MEETING | **Date of risk assessment** | **22/08/20** | **Name of who undertook this risk assessment** | Michael Plaskitt | **COVID-19 readiness level transition** | Red to Amber |

| **Hazard Identified? /**  **Risks from it?** | **Who is at risk?** | **How are the risks already controlled?**  **What extra controls are needed?** | **What has changed that needs to be thought about and controlled?** |
| --- | --- | --- | --- |
| ***Hazard*** *– something that may cause harm or damage.*  ***Risk*** *– the chance of it happening.* | *Young people,*  *Leaders,*  *Visitors?* | ***Controls*** *– Ways of making the activity safer by removing or reducing the risk from it.*  *For example - you might use a different piece of equipment or you might change the way the activity is carried out.* | *Keep* ***checking*** *throughout the activity in case you need to change it…or even* ***stop*** *it! This is a great place to add comments which will be used as part of the review.* |
| Maintaining social distance at drop off and pick up: higher risk of infection spread if social distancing not maintained. | everyone | Clear expectations with all involved, Social distance at drop off.  Pick up point away from drop off.  One-way system keeping group sections apart during overlapping of times. |  |
| Large grouping of Young people and Leaders at Opening ceremony: Hight risk of spreading infection | *Everyone* | Larger circle and the use of masks if social distancing not adhered too. |  |
| Maintaining social distance during meeting: higher risk of infection spread if social distancing not maintained. | *Leaders and Young people* | Group split into small groups with social distancing  Masks to be worn if social distancing cannot be maintained during activities. Hand sanitiser provided. |  |
| Hygiene of people: higher risk of infection spread if proper hand washing not carried out. | *Leaders, Young people* | Clear expectations with all involved, provide hand sanitiser/ hand washing for members on arrival, departure and during as required. |  |
| Toilet use - Hygiene of people: higher risk of infection spread if proper hand washing not carried out. | *Leaders, Young people* | Clear expectations with all involved, provide hand sanitiser after hand washing in view of leaders, Mask wearing where necessary if social distancing not practical. |  |
| Hygiene of activity equipment: Higher risk of infection spread if hygiene not carried out. | *Young people,*  *Leaders.* | Equipment used will not be used by anyone after use, equipment stored in cupboard for more than 3 days before using again.  Each section has own equipment where required.  Sanitise hands after use. |  |
| Use of outdoor spaces: un-even ground, access to space less controlled, cannot be cleaned. | *Young people,*  *Leaders,*  *Visitors* | Briefing to leaders and young people on boundaries, checks on the location ahead of use by leaders, hand washing for all participants. |  |
| Close contact games: high risk of infection | *Leaders, Young people* | Games played will have social distancing and group split in smaller groups, with leaders in each group. Mask wearing where necessary if social distancing not practical. |  |
| Games involving equipment passed to one another – Hight risk of spreading infection | Leaders & Young People. | Hands sanitised and wipe down of equipment before activity if used by another section |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| ***Review:*** *This risk assessment is for a section to move from one COVID Readiness alert level to the next, an additional risk assessment should be produced for each move proposed.* | | | |

|  |  |  |  |
| --- | --- | --- | --- |
| **Checked by Line Manager** | Name,  Role / level  Date | **Checked by Executive** | Name,  Role / level  Date |
| **Approved by Commissioner** | Name,  Role / level  Date | **Approved by Executive** | Name,  Role / level  Date |
| **Notification of level change** | Date and by who | | |

We take personal data privacy seriously. The data in this form is used to assess the suitability for the return to face to face Scouting based on the controls put in place. The personal data in this form is used to identify the individuals who have completed and approved the risk assessment. This includes the individual who undertook the assessment, the line manager, Executive members and County Commissioner, who will all have access to this data. Scouts headquarters will retain this data for 3 years after the Covid-19 readiness level goes to ‘Green’ and does not return to ‘Amber’ or ‘Red’ to act as evidence of the assessment taking place. For further details on the Scouts data processing stance please visit our Data Protection Policy here. <https://scouts.org.uk/DPPolicy>’.