

Covid-19 restarting face to face Scouting risk assessment

Name of Section or Activity	Beavers or Cubs or Scouts no residential experiences	Date of risk assessment	18th May 2021	Name of who undertook this risk assessment	Mike Brown (GSL)	COVID-19 readiness level transition	Red to Yellow
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This risk assessment covers COVID hazards and controls for activities at venues specified above. The activity is section specific (no mixing of sections) and designed by the leadership team as a section age appropriate activity. Details of the specific activity risk assessment will be provided to the GSL for approval in addition to adherence to the controls specified in this risk assessment.

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?
<p>Hazard – something that may cause harm or damage. Risk – the chance of it happening.</p>	Young people, Leaders, Visitors?	<p>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.</p>	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.		<p>Face coverings: when to wear one, exemptions, and how to make your own - GOV.UK (www.gov.uk) Note: Government guidance on wearing of face coverings is subject to change; this will be checked regularly and leaders, parents and participants advised on any change. As of 17th May 2021, Unless exempt, Adults and those over 11 are to wear face masks during drop off and collection and during outdoor meetings if 2m social distancing cannot be maintained. As of 17th May 2021, Unless exempt, Adults and those over 11 are to wear face masks during Indoor meetings in line with government guidance for community buildings.</p> <p>Parents to be told not to bring child If they feel unwell, have a high temperature, a cough, loss of taste or smell. Parents to be told not to bring child If they have been In contact with someone with symptoms or a positive test result within the last 10 days, or have been instructed to self-isolate by NHS track and trace</p> <p>Social distancing to be monitored and encouraged by leaders at all times while the leaders have responsibility for the child.</p> <p>All participants to be asked to keep personal items brought into the hut to a minimum.</p>	
Maintaining social distance during meeting: higher risk of infection spread if social distancing not maintained.		<p>Maximum number of participants Outdoor Activity: in line with Scout Association Guidance. Activity ratios In POR take precedence.</p> <p>Maximum number of participants Indoor Activity at Station Street HQ: No more than 20 persons in the building at one time. Sign to be displayed on door showing maximum occupancy.</p> <p>Within the main hall, social distancing markers painted on the floor (yellow spots).</p>	

Additional information can be found in the [Safety Checklist for Leaders](https://scouts.org.uk/safety) and other information at scouts.org.uk/safety

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		<p>All persons within the main hall to be directed to social distancing markers and issued / collect own seat for the meeting.</p> <p>All seating, tables and other items used during the meeting to be sanitised in accordance with current Govt/Scout HQ Guidance prior to their storage.</p> <p>Social distancing will be observed during the meeting in accordance with Scout Association guidance.</p>	
Maintaining air flow during indoor meeting to ensure air remains fresh		<p>Station Street:</p> <p>Rear fire exit and front door to be open during meeting. Ensure that no trip hazards are introduced in fire exits and that escape routes are not blocked.</p> <p>Windows to be opened to maximise air flow</p> <p>Ensure windows and doors are closed at end of meeting.</p>	
Hygiene of people: higher risk of infection spread if proper hand washing not carried out.		<p>Each meeting will have a hand sanitiser bottle available - for outdoor meetings leaders will collect sanitiser from stores in advance.</p> <p>Participants will be encouraged to sanitise hands</p> <ul style="list-style-type: none"> (a) at the start of the meeting on arrival (b) whenever objects are handled by more than one person (activity resource, gate, style etc) (c) before and after using toilet facilities (d) prior to handling food items (e) prior to pick up <p>In the case of a participant having sensitivity to hand sanitiser, parents are requested to make this known to the leaders and send the participant with their own sanitiser or safe alternative (small wash kit with soap, water bottle and drying cloth). Parents may also supply disposable gloves where this offers a better alternative.</p>	
Hygiene of toilets: higher risk of infection spread if hygiene not carried out.		<p>Group managed toilets: Toilets to be cleaned <u>before</u> the activity by leaders. Cleaning equipment to be stored in the COSHH secure cupboard (under the kitchen sink)</p> <p>3rd party venues: Cleaning of the toilets at the venues listed is the responsibility of the owner.</p> <p>In addition, for all venues</p> <ul style="list-style-type: none"> (a) no more than one person to use the toilet at one time (social distancing) (b) hands must be washed thoroughly before and after toileting (c) hand sanitizer to be used on return to the group (d) parents to be asked to ensure participants use the toilet before the meeting to minimise toilet use 	

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Hygiene of activity equipment: Higher risk of infection spread if hygiene not carried out.		Cleaning of activity equipment before and after group use as well as between use, using appropriate cleaning fluid. Equipment not easily cleaned must be stored in isolation for minimum 3 days (72 hours) between use. This equipment must be tagged with the date of quarantine start, next use date and leader name, and placed on the quarantine table in the hall. Specific items to be allocated individually for the evening, avoiding the need to share equipment. Participants to regularly wash/sanitize hands when using equipment.	
Use of outdoor spaces: un-even ground, access to space less controlled, cannot be cleaned.		Briefing to leaders and young people on boundaries, facilities and access to toilets, including the need to regularly wash hands and sanitize hands. If the meeting is outdoors and spans out of daylight hours, participants to bring a torch (ideally a head torch to keep hands free). A portable LED flood light are also available for use outdoors where additional lighting is required.	
Administration of first aid: Risk of infection as may not be able to maintain social distance		Self treatment for minor injuries. Designated first aider for activity to carry group first aid kit Group first aid kit to include PPE: for first aiders and patients including face masks, full face visors, disposable gloves, disposable aprons and CPR face barrier. All PPE that has been used to be disposed off after use (visor to be cleaned with cleaner and stored in isolation for 3 days) first aid will be completed in line with the scout association guidelines.	
Positively design activities with social distancing and reduced exposure to potential infection		Leaders to run activities where social distancing can be built in to the activity; avoiding the need for participants to closely work together to maintain distancing requirements.	
Young people and adults with additional needs: Members with additional needs may be more vulnerable to infection and/or increased anxiety levels. They may not understand the need to maintain social distance		Parents to be invited to raise any concerns ahead of the activity date. Parents to be asked to ensure that all medical information is up to date including any additional issues as a result of Covid 19. Ensure any issues around mental health and understood and that no pressure is put on young people or adults to take part in an activity if they are not ready to do so.	
Failure to follow rules: Increased risk of infection as control measures are not followed		Prompt and consistent leader intervention in case of noncompliance with risk assessment. Leaders to ensure they also follow the rules to ensure consistency and set a strong example.	
Emergency procedures reflect location: Meeting in unfamiliar places will possibly mean that consideration not given to planning social distancing in emergency procedures		Ensure leaders visit venue ahead of activity to familiarise themselves with any changes or access restrictions as a result of Covid19 e.g. reduced opening hours Leaders to ensure adequate phone signal at venue if the venue has not been used before to ensure intouch system will work.	

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Risk assessment review should be done to ensure continuous improvement		Leaders to submit activity risk assessment (non covid risks) via OSM for all activities in a meeting. Leaders to advise of what went well, what improvements can be made for similar activities to ensure Improvement of risk assessments. Output of reviews to be shared across all leaders in all sections by GSL	
Controlling the virus: Participants should be tracked and traced post event		OSM register to be used to track participants attending the meeting as method of track and trace. (additional participants can be noted on programme activity notes) NHS QR Code displayed on front door of hut. Participants to advise of any positive test result within 14 days of the activity.	

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, James Raval Role / level Deputy DC Date 19 May 2021	Checked by Executive	Name, Neil Owens Role / level Group Chairman Date 18/05/2021
Approved by Commissioner	Name, District Team Role / level Date 19 May 2021	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>.

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