

Covid-19 restarting face to face Scouting risk assessment

Name of Section or Activity	ALL	Date of risk assessment	17 Sept 2021	Name of who undertook this risk assessment	Mike Brown (GSL)	COVID-19 readiness level transition	GREEN
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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?
<i>Hazard – something that may cause harm or damage. Risk – the chance of it happening.</i>	Young people, Leaders, Visitors?	<i>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.</i>	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.		No requirement to wear face coverings, however anyone wanting to wear one should be accommodated 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 48 hours, or have been instructed to self-isolate by NHS track and trace Social distancing is not a requirement, but should be encouraged in poorly ventilated environments.	
Maintaining social distance during meeting: higher risk of infection spread if social distancing not maintained.		Maximum number of participants Outdoor Activity: in line with Scout Association Guidance. Activity ratios in POR take precedence. Maximum number of participants Indoor Activity at Station Street HQ: as per building fire risk assessment	
Maintaining air flow during indoor meeting to ensure air remains fresh		Rear fire exit and front door to be open during meeting where weather allows. Ensure that no trip hazards are introduced in fire exits and that escape routes are not blocked. Ensure doors are propped open to ensure they do not slam shut. Windows to be opened to maximise air flow Ensure windows and doors are closed at end of meeting.	
Hygiene of people: higher risk of infection spread if proper hand washing not carried out.		Each meeting will have a hand sanitiser bottle available - for outdoor meetings leaders will collect sanitiser from stores in advance. Participants will be encouraged to sanitise hands (a) at the start of the meeting on arrival	

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>(b) whenever objects are handled by more than one person (activity resource, gate, style etc)</p> <p>(c) before and after using toilet facilities</p> <p>(d) prior to handling food Items</p> <p>(c) prior to pick up</p> <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 checked <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> <p>(a) hands must be washed thoroughly before and after toileting</p> <p>(b) hand sanitizer to be used on return to the group</p>	
Hygiene of activity equipment: Higher risk of infection spread if hygiene not carried out.		<p>Cleaning of activity equipment before and after group use, using appropriate cleaning fluid or wipes.</p> <p>Participants to regularly wash/sanitize hands when using equipment.</p>	
Use of outdoor spaces: un-even ground, access to space less controlled, cannot be cleaned.		<p>Briefing to leaders and young people on boundaries, facilities and access to toilets, including the need to regularly wash hands and sanitize hands.</p> <p>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.</p>	
Administration of first aid: Risk of infection as may not be able to maintain social distance		<p>Self treatment for minor injuries.</p> <p>Designated first aider for activity to carry group first aid kit</p> <p>Group first aid kit to include PPE: for first aiders and patients, disposable gloves, disposable aprons and CPR face barrier.</p> <p>All PPE that has been used to be disposed off after use</p> <p>First aid will be completed in line with the scout association guidelines.</p>	
Positively design activities with social distancing and reduced exposure to potential infection		<p>No action required under "Green" status,</p> <p>Social distancing is not a requirement, but should be encouraged in poorly ventilated environments.</p>	
Young people and adults with additional needs:		<p>Parents to be invited to raise any concerns ahead of the activity date.</p> <p>Parents to be asked to ensure that all medical information is up to date including any additional issues as a result of Covid 19.</p>	

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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		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 consistant 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.	
Risk assessment review should be done to ensure continuous improvement		Leaders to submit activity risk assessment (Including 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 per standard protocol for all meetings 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, _____ Role /level — Deputy DC Date _____	Checked by Executive	Name, _____ Role /level — Group Chairman Date _____
Approved by Commissioner	Name, _____ District Team 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>.

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