

### Risk Assessment For Annual Church Camp At Headlands Adventure Centre (2021)

Hazard	Likelihood & Seriousness Of Injury	Control Measures	Remaining Risk
Adverse Weather	Likely Serious	<ul style="list-style-type: none"> <li><input type="checkbox"/> Advance weather reports assessed and camp cancelled if deemed too severe for the average camper</li> <li><input type="checkbox"/> Advice sought from the site owners, considering current and expected weather conditions</li> <li><input type="checkbox"/> Consideration made of water hazards that may be encountered and changes likely with conditions</li> </ul>	Low
Darkness	Very Likely Serious	<ul style="list-style-type: none"> <li><input type="checkbox"/> All campers encouraged to bring torches and spare batteries</li> <li><input type="checkbox"/> Access to toilet area cleared from hazards and well lit during periods of darkness</li> </ul>	Low
Illness	Possible Serious	<ul style="list-style-type: none"> <li><input type="checkbox"/> All children must have a responsible adult who knows their medical information</li> <li><input type="checkbox"/> Individuals and families to carry their own medication</li> <li><input type="checkbox"/> Site First Aiders clearly identified to all campers/visitors &amp; their night-time location known</li> <li><input type="checkbox"/> Leaders briefed on emergency procedures</li> <li><input type="checkbox"/> Contact numbers for emergency services clearly displayed in kitchen area</li> </ul>	Low
Wandering Off/Getting Lost	Possible Very Serious	<ul style="list-style-type: none"> <li><input type="checkbox"/> All children must have a responsible adult caring for them at all times</li> <li><input type="checkbox"/> Camp boundaries and limits are clearly identified and fenced off</li> <li><input type="checkbox"/> Clearly identified route to and back from toilet area</li> </ul>	Low
Food Poisoning	Possible Serious	<ul style="list-style-type: none"> <li><input type="checkbox"/> Use of handwashing facilities and anti-bacterial gel before cooking/eating</li> <li><input type="checkbox"/> Instructions given on hygiene and camp tidiness</li> <li><input type="checkbox"/> Allocated cooking/water collecting area</li> <li><input type="checkbox"/> Only clean water collected</li> <li><input type="checkbox"/> Kitchen area cleaned and high level of hygiene maintained</li> <li><input type="checkbox"/> Responsible and capable adults are supervising all cooking and cleaning activities</li> <li><input type="checkbox"/> Individual households are responsible for their food provision and will not cater for other households</li> </ul>	Low

Tent Catching Fire	Possible Very Serious	<input type="checkbox"/> Stoves/naked flames are not allow in tents. Campers must cook within their designated household area, away from their tents <input type="checkbox"/> Tents are located away from open fires <input type="checkbox"/> BBQ is in a designated area away from tents <input type="checkbox"/> Site has fire buckets, fire bell and procedures to follow	Medium
Burns/Scalding	Possible Very Serious	<input type="checkbox"/> Only responsible individuals are permitted to cook <input type="checkbox"/> Groups are briefed on handling and correct use of kitchen equipment <input type="checkbox"/> Children are not permitted to cook or prepare food unsupervised <input type="checkbox"/> Children must be supervised by their responsible adult when at the camp fire <input type="checkbox"/> Designated responsible adults build, maintain and extinguish camp fires	Medium
Attacks By Animals	Unlikely Serious	<input type="checkbox"/> Dogs and other pets are not permitted on the site <input type="checkbox"/> Wild animals are unable to enter site which is secured by a high perimeter fence	Low
Equipment Failure	Possible Serious	<input type="checkbox"/> Equipment tested and checked before, during and after camp <input type="checkbox"/> Spares at hand	Low
Poor Hygiene	Possible Serious	<input type="checkbox"/> Flushing toilets are available with clean running water, supplied with soap and toilet paper etc <input type="checkbox"/> Showers are available for all visitors <input type="checkbox"/> Use of disinfectant/wet wipes/antibacterial gel <input type="checkbox"/> Waste burned, buried or carried out of the area in appropriate containers.	Low
Dangerous Buildings	Unlikely Very Serious	<input type="checkbox"/> Site is maintained by its Trustees to a very high standard	Low
Fumes	Possible Fatal	<input type="checkbox"/> Ensure adequate ventilation in tents, toilets and kitchen <input type="checkbox"/> Responsible persons only to change gas cylinders on stoves <input type="checkbox"/> Cooking not permitted within tents	Low

Drowning	Possible Fatal	<input type="checkbox"/> Everyone using the lake must wear a life-jacket <input type="checkbox"/> Children must be supervised by their own responsible adult at all times <input type="checkbox"/> Water craft are inspected to ensure they are 'sea worthy' <input type="checkbox"/> Rules for using the lake are reinforced regularly during the camp and responsible adults have signed to confirm they will supervise their own children <input type="checkbox"/> Fencing, banks and foliage around lake are maintained to a high standard by site Trustees <input type="checkbox"/> During organised events (e.g. raft building and racing) designated persons will act as lifeguards from canoes alongside the rafts <input type="checkbox"/> Life rings to be distributed around the lake shore in visible places	Medium
Incident With Vehicles	Possible Serious	<input type="checkbox"/> Motorised vehicles are not allowed onto the site and are restricted to designated and clearly marked parking areas	Low
Archery Injury	Possible Very Serious/Fatal	<input type="checkbox"/> Archery is supervised by a trained and responsible adult in a designated and fenced off area <input type="checkbox"/> Equipment is checked for damage <input type="checkbox"/> Children must be supervised by their own responsible adult. <input type="checkbox"/> Areas surrounding archery area is cordoned off	Medium
Electrocution/Electric Shock	Possible Very Serious/Fatal	<input type="checkbox"/> All electrical equipment is inspected for damage and water resistance if exposed <input type="checkbox"/> Trailing wires all appropriately secured <input type="checkbox"/> Only responsible persons allowed to operate electrical equipment <input type="checkbox"/> Electrical equipment kept and used well away from lake or other water sources (including rain)	Low
Slips, Trips & Falls	Possible Serious	<input type="checkbox"/> The site is maintained to a very high standard by the site Trustees but specific hazards will be removed, reported and cordoned off <input type="checkbox"/> Specific hazards are clearly identified and/or well lit <input type="checkbox"/> Tree roots and stones etc. are to be expected due to the nature of the terrain. As such, their presence ought not be a surprise. Caution to be encouraged by visitors to the site <input type="checkbox"/> Running games should not be played when the grass is slippery	Medium
Coronavirus	Possible Very Serious	<input type="checkbox"/> The camp will be organized following the latest relevant Coronavirus (Covid-19) Government restrictions, guidance and support. This will be reviewed with each Government update, following the interpretation of the Baptist Union of Great Britain and National Youth Agency <input type="checkbox"/> Everyone attending the camp is expected to provide evidence of a negative Covid test within 24 hours before arriving at the site	High

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|  |  | <ul style="list-style-type: none"><li><input type="checkbox"/> Anyone with signs or symptoms of Covid will be prevented from attending (even if they have provided evidence of a negative test)</li><li><input type="checkbox"/> Day visitors will not be permitted</li><li><input type="checkbox"/> The marque will have at least 50% of the sides down during use</li><li><input type="checkbox"/> The kitchen (including fridges and freezers) will be out of bounds to everyone except designated Camp leaders.</li><li><input type="checkbox"/> The camp will be self-catering, with attendees providing their own food and camping &amp; catering equipment</li><li><input type="checkbox"/> Appropriate social distancing, in line with current Government advice, will be adhered to throughout</li><li><input type="checkbox"/> Campers from different households are not permitted to enter the tents or designed camping area of another household</li><li><input type="checkbox"/> All relevant communal areas, including the showers and toilets will be cleaned on an hourly basis. After use, individuals will be encouraged to clean the toilet/shower used with the spray provided</li><li><input type="checkbox"/> Hand sanitizer will be placed at strategic places around the site and individuals will be encouraged to bring and regularly use their own (before, during and after activities: e.g. archery, canoeing, games, etc.)</li></ul> |  |
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