

Covid-19 restarting face to face Scouting risk assessment

Name of Section or Activity	1 st Cringleford Scout Group Beavers, Cubs & Scouts	Date of risk assessment	11 th July 2020	Name of who undertook this risk assessment	Michael Price	COVID-19 readiness level transition	Red to Amber
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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.	Young people, Leaders, Family Members	<ul style="list-style-type: none"> Avoid bringing additional family members when dropping off and picking up. When meeting at the HQ everyone should remain outside the building and maintain social distancing between households. When meeting at other venues please wait in the car until the leaders arrive. Arrangements for off site locations will be communicated by email before the meeting. 	Leaders to monitor compliance with social distancing. Consider additional measures if compliance is poor.
Maintaining social distance during meeting: higher risk of infection spread if social distancing not maintained.	Young people, Leaders,	<ul style="list-style-type: none"> Group sizes limited to 15 people including leaders. Outdoor activities only. Young people only to enter building to use toilets or wash hands. Activities to be adjusted to allow for social distancing, no physical contact. 	Leaders to monitor compliance with social distancing. Consider additional measures if compliance is poor.
Hygiene of people: higher risk of infection spread if proper hand washing not carried out.	Young people, Leaders,	<ul style="list-style-type: none"> Hand washing facilities to be made available at the HQ with appropriate social distancing. Hand sanitiser available at HQ and all off site activities. Hand washing or sanitising required at the start and end of each meeting. Face coverings are not required but may be worn by anyone who wishes to do so. 	Leaders to report low levels of hand sanitiser to GSL.
Hygiene of toilets: higher risk of infection spread if hygiene not carried out.	Young people, Leaders,	<ul style="list-style-type: none"> Toilets at HQ sanitised before and after each meeting by leaders. Increased level of cleaning by professional cleaner. Only one person in each toilet area at a time. Young people to use toilets at rear of building, access via rear door. Leaders to use accessible toilet at the front of the building. 	Leaders to report low levels of hand soap and cleaning materials to GSL.
Hygiene of activity equipment: Higher risk of infection spread if hygiene not carried out.	Young people, Leaders,	<ul style="list-style-type: none"> Avoid sharing activity equipment where possible. Consider assigning specific items of equipment to named people. 	Leaders to report low levels of sanitising wipes or spray to GSL.

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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		<ul style="list-style-type: none"> • Equipment to be sanitised before and after use. Shared equipment sanitised between users. • Sanitising wipes and spray provided at HQ. • Avoid using equipment which has been used by another group in the past 72 hours. Where this is not possible, additional care should be taken to ensure equipment has been sanitised before use. • Leaders to communicate with other sections when they use equipment. 	
Use of outdoor spaces: un-even ground, access to space less controlled, cannot be cleaned.	Young people, Leaders,	<ul style="list-style-type: none"> • Introduce additional maintenance of outdoor areas at the HQ. • Remove unnecessary items from the HQ compound and fence off areas considered high risk due to equipment storage or uneven ground. • Appropriate number of adults supervising outdoor activities following POR ratio rules for offsite activities. • Specific instructions to be issued in advance of meetings at offsite locations and where activity adjustments require parents or young people to take actions in advance. 	Leaders to review outdoor activity locations at the time of meeting and take appropriate steps to control any new risks identified.
Food hygiene: Potential risk of infection spread.	Young people, Leaders,	<ul style="list-style-type: none"> • No group food preparation activities, for example patrol cooking, to take place. • Where food is to be consumed, for example marshmallows at a camp fire, it should be distributed to each young person individually at the time of the activity. • Activities planned to involve food should be communicated to parents in advance. Young people should be given the option to bring their own food from home. • All members should bring their own water bottle, filled at home, to each meeting or activity. The HQ drinking fountain and kitchen will not be available to use. 	
Residential activities: Potential risk of infection spread.	Young people, Leaders,	<ul style="list-style-type: none"> • No residential activities including camps and overnight hikes to take place at this time. 	
First aid: Potential risk of infection spread when treating first aid incidents.	Young people, Leaders,	<ul style="list-style-type: none"> • Face masks provided in first aid kits. These should be used when administering first aid. • Ensure hands are washed thoroughly after first aid incidents and wherever possible before administering treatment. Gloves are provided in first aid kits. • Sanitise first aid kit before returning it to the holder. 	First aid incidents should be recorded in the accident book and the form placed in the HQ lobby post box. Ensure contact details are recorded to facilitate contact tracing.
Contact tracing: Requirement to collect contact details and provide them to NHS test and trace.	Young people, Leaders,	<ul style="list-style-type: none"> • Register to be taken at all meetings and retained for 6 weeks. 	

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		<ul style="list-style-type: none"> Incidents where close contact occurs, for example first aid situations or where a young person fails to maintain social distancing should be recorded on the register to facilitate accurate contact tracing in the event of a reported infection. 	
Vulnerable people: Volunteers and young people who may be at increased risk from COVID-19	Young people, Leaders,	<ul style="list-style-type: none"> Returning to face to face scouting remains a personal decision for every member. Volunteers and young people should not return until they are ready to do so. All members should follow government and medical advice when deciding on their personal return to face to face activities and may consider additional measures such as face coverings. Parents should discuss the specific needs of their children with section leaders if additional measures may be required. Volunteers should discuss any concerns or specific requirements with the Group Scout Leader so that appropriate provisions can be made. 	Review as guidance changes. Some people may not return immediately and all should be considered individually as they do return.
Failure to observe rules: Actions may be required where individuals do not follow this risk assessment.	Young people, Leaders, Family Members	<ul style="list-style-type: none"> Leaders who repeatedly or deliberately fail to follow the rules may be asked to cease face to face activities. Young people who repeatedly or deliberately fail to follow the rules may be asked not to attend face to face meetings. Where it becomes apparent that it is not possible for a particular section to follow the rules as set out in this risk assessment then a risk review should be undertaken and face to face activities may have to cease for that section. 	Review regularly to ensure compliance is being maintained.
<p>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. The risk assessment should be updated as government guidelines change.</p>			

Checked by Line Manager	Michael Price Group Scout Leader 13 th July 2020	Checked by Executive	Chris Price Group Chairman 13 th July 2020
Approved by Commissioner	Name, Role / level Date	Approved by Executive	Name, Role / level Date
Notification of level change	Date and by who		

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