TEAM BUILDING

TOLMERS ACTIVITY CENTRE
RISK ASSESSMENT SHEET

Activity/Area   **TEAM BUILDING – BLOCKS RELAY**

Frequency of use   Daily / AS REQUIRED

1. **PEOPLE AT RISK** (instructors and visitors)
   Up to 15 participants, plus leaders and/or instructors

2. **POTENTIAL HAZARDS** (equipment, structures, fall, others etc)
   a) Tripping
   b) Equipment
   c) Weather

3. **ASSESSMENT OF RISK**
   a) Medium
   b) Low
   c) Low

4. **LIST MEASURES TAKEN TO CONTROL HAZARDS**
   a) Ensure area is clear of debris and hazards.
   b) Brief everyone to use the equipment sensibly.
   c) Make sure everyone has suitable clothing

5. **REMAINING RISK USING CONTROL MEASURES ABOVE**
   a) Low
   b) Low
   c) Low

TEAM BUILDING

TOLMERS ACTIVITY CENTRE
RISK ASSESSMENT SHEET

Activity/Area   **TEAM BUILDING – GUTTER CHALLENGE**

Frequency of use   Daily / AS REQUIRED

1   **PEOPLE AT RISK** (instructors and visitors)
Up to 15 participants, plus leaders and/or instructors

2   **POTENTIAL HAZARDS** (equipment, structures, fall, others etc)
   a) Tripping
   b) Equipment
   c) Weather

3   **ASSESSMENT OF RISK**
   a) Medium
   b) Low
   c) Low

4   **LIST MEASURES TAKEN TO CONTROL HAZARDS**
   a) Ensure area is clear of debris and hazards.
   b) Tell everyone to use the equipment sensibly
   c) Make sure everyone has suitable clothing

5   **REMAINING RISK USING CONTROL MEASURES ABOVE**
   a) Low
   b) Low
   c) Low

TEAM BUILDING

TOLMERS ACTIVITY CENTRE
RISK ASSESSMENT SHEET

Activity/Area   **TEAM BUILDING – TANGRAMS**

Frequency of use   Daily / AS REQUIRED

1. **PEOPLE AT RISK** (instructors and visitors)
    15 participants, plus leaders and/or instructors

2. **POTENTIAL HAZARDS** (equipment, structures, fall, others etc)
    a) Tripping
    b) Equipment
    c) Weather

3. **ASSESSMENT OF RISK**
    a) Low
    b) Medium
    c) Low

4. **LIST MEASURES TAKEN TO CONTROL HAZARDS**
    a) No walking on or stepping over equipment.
    b) Brief everyone to use the equipment sensibly, ensuring tangram pieces passed safely, away from head area
    c) Make sure everyone has suitable clothing

5. **REMAINING RISK USING CONTROL MEASURES ABOVE**
    a) Low
    b) Low
    c) Low

TEAM BUILDING

TOLMERS ACTIVITY CENTRE
RISK ASSESSMENT SHEET

Activity/Area   **TEAM BUILDING – CROSSING THE SWAMP**

Frequency of use   Daily / AS REQUIRED

1 **PEOPLE AT RISK** (instructors and visitors)
   Up to 15 participants, plus leaders and/or instructors

2 **POTENTIAL HAZARDS** (equipment, structures, fall, others etc)
   a) Tripping
   b) Equipment
   c) Weather

3 **ASSESSMENT OF RISK**
   a) Medium
   b) Medium
   c) Low

4 **LIST MEASURES TAKEN TO CONTROL HAZARDS**
   a) Ensure feet are placed on planks.
   b) Brief everyone to use the equipment sensibly, ensuring planks passed safely, away from head area
   c) Make sure everyone has suitable clothing

5 **REMAINING RISK USING CONTROL MEASURES ABOVE**
   a) Low
   b) Low
   c) Low

DATE 04/2021, REVIEW 1 YEAR   REF. NO TEAMRISK
COMPLETED BY   D STACK – ACTIVITY CENTRE MANAGER
                          K PEARCE- LEAD INSTRUCTOR

TEAM BUILDING

TOLMERS ACTIVITY CENTRE
RISK ASSESSMENT SHEET

Activity/Area   **TEAM BUILDING – NUCLEAR REACTOR**

Frequency of use   Daily / AS REQUIRED

1   **PEOPLE AT RISK** (instructors and visitors)
   Up to 15 participants, plus leaders and/or instructors

2   **POTENTIAL HAZARDS** (equipment, structures, fall, others etc)
   a)   Tripping
   b)   Equipment
   c)   Weather

3   **ASSESSMENT OF RISK**
   a)   Medium
   b)   Medium
   c)   Low

4   **LIST MEASURES TAKEN TO CONTROL HAZARDS**
   a)   Ensure participants stay behind the rope circle.
   b)   Brief everyone to use the equipment sensibly, ensuring spider kept below waist height.
   c)   Make sure everyone has suitable clothing

5   **REMAINING RISK USING CONTROL MEASURES ABOVE**
   a)   Low
   b)   Low
   c)   Low

Name of activity, event, and location	TEAM BUILDING Covid Risk Assessment at Hertfordshire County Scout Council (HCSC) Activity Centres		Date of risk assessment	15/04/2021	Name of person doing this risk assessment	Doug Stack* Katy Pearce* Reviewed by Ben Crabb*
			Date of next review	When further relevant guidance is released.		

What hazard have you identified? What are the 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?
A hazard is something that may cause harm or damage. The risk is the harm that may occur from the hazard.	For example: young people, adult volunteers, visitors	Controls are ways of making the activity safer by removing or reducing the risk. For example, you may use a different piece of equipment or you might change the way you do the activity.		Keep checking throughout the activity in case you need to change what you are doing or even stop the activity. This is a great place to add comments which will be used as part of the review.
Correct Guidance	Everyone	Based on HCSC Operations Covid Risk Assessment. Following the latest guidance of the National Youth Agency –Managing youth sector activities and spaces during COVID-19 1020-NYA-COVID19-V5-final.pdf and guidelines set out by The Scouts. Coronavirus | Scouts		Updated April 2021
Transmission due to contact between individuals and surfaces	Everyone	All team building carried out will adhere with Social Distancing Guidelines. All participants and instructors may be required to wear a face mask when delivering. Group sizes will be up to a maximum of 15 participants, plus leaders and/or instructors. The number of different instructors assigned to each group will be limited. The need for guests to share equipment will be minimised. Defined disinfecting routines will be in place to disinfect equipment i.e., blocks, and contact surfaces, before, after and at pre-set intervals. We will use an antiviral disinfectant that is effective against Coronavirus; certified to European standards B:2013 + A2:2019. Virucidal mist will also be used via a pump spray. Strict maintenance of hand hygiene will be ensured. Hand sanitiser will be used before, during (where appropriate) and after a session provided by us. Groups should have hand sanitiser with them for their own group activity.	HCSC Covid Cleaning Management Plan and recorded	Review as required.
Transmission of infection	Everyone	If a member of the group or staff/volunteer becomes unwell with suspected Covid, the designated room suitable for isolation whilst awaiting collection is to be used. If a member of the group or staff/volunteer becomes unwell or contracts covid after their visit, HCSC MUST be contacted immediately so we can make available our track and trace records to the NHS.		

*Doug Stack – Manager Activity Centres and Support Functions, Hertfordshire Scouts
*Katy Pearce- Lead Instructor, Hertfordshire Scouts
*Ben Crabb – Health & Safety Advisor to Hertfordshire Scouts - BSc (Hons), PGCE, DipESM, MSc, MEd, MIIRSM, GradIOSH, MIIAI, MICPE