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| **Name of activity/ event/ location** |  | **Date of risk assessment** |  | **Name of who undertook this risk assessment** |  |

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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.* |
| **Example:**  Hazard – Fire  Risk – Smoke / Burns | Leaders, visitors, Young leaders, Scouts | Smoke – use of dry wood, check wind direction, stand people out of smoke direction.  Burns – safe distance from fire, extra wood placed on carefully, teach Scouts good practice around fires, burns/first aid kit easily available. |  |
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| ***Review due:***  *A risk assessment needs reviewing if circumstances change but also schedule regular reviews to ensure they are current, perhaps every 12 months? The review must include a detailed look at each element of the risk assessment in order to establish if any change is required.* | | | |