

Risk Assessment Form

Whitwell Hall Country Centre

Date of Assessment: 23/03/19

Area: Camp Sites

Name of Assessor: J. McKean

Description of Task / Persons at Risk	Potential Hazards	Controls in Place	Further Controls Necessary	Agreed Action / Action Date
<p><u>Camp Site Areas</u> Visiting groups of adults and children use the camping areas to sleep in tents, cook using open fires and other leisure / recreation type activities</p> <ul style="list-style-type: none"> • Camp Fire Shelters • Vehicles • Camping Equipment • Storage of food • Storage of inflammables • Waste Disposal • Toilet Areas • Open Fire / Cooking Area • Sawing of Wood • Trees • Barbed Wire Fences • Biological 	<p>Camp Fire Shelters.</p> <ul style="list-style-type: none"> • There is a risk that the camp fire shelter construction could become unstable in severe weather conditions. • There is a risk of tripping or walking into the ropes securing the fire shelters. 	<ul style="list-style-type: none"> • All shelters are constructed by a competent, trained individual and double checked for stability after a couple of days once erected; • All shelters are checked for stability weekly; • After any severe weather all shelters are checked as a matter of course. • Wherever possible the structure should be made a permanent fixture into the ground without the need for ropes; • No structure should have a guy rope obstructing the entrance or egress • Party leader supervision • All groups are told that entrance and egress from camp shelter areas are from either end where there are 		

	<p>Vehicles</p> <ul style="list-style-type: none"> • Vehicles moving on the camp sites and across the estate pose a hazard to visitors <p>Camping Equipment</p> <ul style="list-style-type: none"> • There is a risk of tripping over the tent guy ropes 	<p>no ropes.</p> <ul style="list-style-type: none"> • All site owned vehicles to have a flashing yellow hazard light fitted – to be running whenever vehicle is in motion; • Visitor's vehicles are only allowed on the camping fields by prior arrangement with the centre. These vehicles are only driven if they are entering or exiting the campsite; • 5 mph speed limit on the estate – signs present on main drive. • Tents positioned by centre staff to make walking between them and over the ropes difficult; • Party leader supervision. 	<ul style="list-style-type: none"> • Car Parking available 	
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	<ul style="list-style-type: none"> • Tent falling down <p>Fire</p> <ul style="list-style-type: none"> • There is a risk of the canvas tents catching fire. <p>Storage of Food</p> <ul style="list-style-type: none"> • There are food hygiene risks associated with inappropriate storage of foodstuffs. 	<ul style="list-style-type: none"> • Erected or checked by trained Centre staff • All equipment carefully checked for damage before being put into winter storage. • Weekly check of all tents <ul style="list-style-type: none"> • Absolutely no cooking or naked lights in or around any tents on the campsite other than the fire shelter kitchen area; <ul style="list-style-type: none"> • Protocols developed through District Council environmental health officer; • Provision of fridges and freezers by centre – temperature records kept; • All frozen or refrigerated food to be allocated to camps daily by Centre staff; • Self-catering camps to abide by food storage advice in users hand book. 		
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	<p>Waste Disposal</p> <ul style="list-style-type: none"> Obvious risks from improper disposal of waste materials. <p>Toilet Areas</p> <ul style="list-style-type: none"> There is a risk of slipping during and just after the toilets have been cleaned by Centre staff. <p>Storage of Flammables (if appropriate)</p> <ul style="list-style-type: none"> There is the risk of fire and explosion from the storage of flammables. <p>Open Fires / Cooking Areas</p> <ul style="list-style-type: none"> Risk of burning from open fire and cooking activities. 	<ul style="list-style-type: none"> Rubbish should be taken to main refuse skips on a daily basis Any litter picks by groups before they leave should be supervised by party leaders A sign will be up warning of slippery floors when the toilets are cleaned Storage only in signed, designated area Cooking Area is safety responsibility of group leader – supervision present at all times; <ul style="list-style-type: none"> Gauntlets provided to protect hands from heat of fire when cooking; Fire blankets and fire buckets full of water; provided at each fire 	<ul style="list-style-type: none"> Centre should provide a number of litter picking sticks for groups to avoid using their hands 	
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	<p>Fire Wood</p> <ul style="list-style-type: none"> • All fire wood supplied by the centre for cooking fires is supplied at an appropriate size to use without sawing <p>Trees Around Campsites</p> <ul style="list-style-type: none"> • There is a risk of falling trees and falling branches causing injury to groups using the campsites <p>Barbed Wire Fences</p> <ul style="list-style-type: none"> • Two of the three campsites are bounded by stock fencing with barbed wire. There is an obvious risk of injury from this. 	<p>pad</p> <ul style="list-style-type: none"> • Fire grid over fire at all times. • Fire extinguishers on all sites • No sawing is necessary for the firewood supplied by Whitwell Hall for cooking fires. • All trees surrounding campsites have annual check by qualified arboriculturist; • Weekly visual checks by Centre staff prior to group's arrival; • Broad margin of uncut grass and nettles left along camp side of fence boundary to discourage approach to the fence; • Group leader supervision 		
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	Biological <ul style="list-style-type: none">• Risk of biological infection from soil, parasites (Leptospirosis, ticks)	<ul style="list-style-type: none">• Always wash hands before touching or eating food;• Vigilance of party leaders and effective information passed to groups regarding the incidence of ticks.	<ul style="list-style-type: none">• When finances permit, replace top strainer of fence with plain wire rather than the barbed wire present now.	
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