

## Easter Holiday Club Risk Assessment

<b>Hazard</b>	<b>Risk Control Measures</b>
<b>General</b>	
Slips, trips, and falls	Site to be checked for any potential hazards prior to Holiday Club and as part of ongoing centre management. Young people are encouraged to be vigilant during their time at Holiday Club
Lost child	Eaton Vale Staff are responsible for the group at all times and will undertake regular head counts. Young people are expected to follow all rules and regulations staff ask of them. Centre staff will remain in contact with each other via radios and will advise senior staff immediately if they are concerned about the whereabouts of a child. Should a young person go missing the centre will initiate and follow the lost children policy.
Intruder on Site	Young people are expected to remain with group leader for the duration of the day. All adults onsite will challenge anyone that is not intended to be onsite (visitors will wear lanyards) Centre staff will remain in contact with each other via radios and will advise senior staff immediately if they are concerned about an intruder onsite.
Weather	If we are unable to run an activity owing to poor weather we will provide an alternative. Young people are advised to dress for the weather and staff will check on arrival that young people are suitable dressed.
Iceni House being a building site	Iceni House is isolated, and access restricted through the use of mesh fencing. Users are expected to remain outside the fencing and group leaders are responsible for ensuring young people adhere to this. Only contractors/visitors approved by the Builders will be able to access the site.
<b>COVID-19</b>	
Contracting or spread of COVID-19 whilst onsite. Specifically, between/from staff/Volunteers.	The smallest number of staff required to work will be required on to specific days. Specific members of staff will be running holiday club for the duration of the provision. Staff members are expected to ensure that they maintain a 2m distance where possible. Staff members will only use the identified welfare facilities which are separate to guests.
Contracting or spread of COVID-19 whilst onsite. Specifically, between/from young people.	Young people will be expected to adhere to the following specific guidelines: <ul style="list-style-type: none"> <li>• Young people will adhere to social distancing measures where possible</li> <li>• Young people will ensure that they wash their hands and/or use antibacterial hand gel regularly.</li> </ul>
Contracting or spread of COVID-19 whilst onsite. Specifically	The site will be nowhere near capacity and therefore everyone is encouraged to use the natural outdoor space to ensure social distance requirements as they transition around site. Where possible gates and doors will be left open whilst the site is in use

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when walking round site.	
Contracting or spread of COVID-19 whilst onsite. Specifically, when using toilet facilities.	Centre staff will oversee use of the toilet facilities to ensure that young people are able to socially distance. Holiday club will have a 'side' of the toilet block for the duration of the session, this will be cleaned at the start, middle and end of the day. As toilets will be mixed sets centre staff will ensure that privacy is available for all young people, each toilet is its own individual cubicle.
Contracting or spread of COVID-19 whilst onsite. Specifically, during Instructor led sessions.	Each activity has a separate specific risk assessment that is followed by centre staff during the use of each session. Safety and activity specific equipment will be provided. Young people will keep this kit for the duration of the activity, and it won't be shared by young people. If sharing is required, the equipment will be cleaned, and young people will use hand gel in-between use. Instructors will visually check safety equipment at frequent intervals during the session. Instructors will only get closer than 2m in a situation where a participant's safety is at risk (i.e a capsized). Should an instructor have to engage in close contact with a guest for the purposes of safety the session may need to end so that the instructor is able to change clothes and thoroughly wash hands. To ensure that young people are as safe as possible and to reduce the need for breaking social distancing guidelines clear safety instructions will be provided and all young people are always expected to adhere to these.
Staff member, volunteer, guest, contractor or rental user displays symptoms of COVID-19 whilst onsite	If someone becomes unwell during a session, they will be sent home immediately. They will remain isolated from others (Tented Village leaders Chalets identified as a space for this) and where possible will not use facilities such as toilets whilst awaiting them being collected. Any equipment or facilities they have used will be cleaned by the Centre. Any persons who has been in close proximity to this person will be informed and should follow government guidance.
A staff member, volunteer, guest, contractor or rental user is diagnosed as having COVID-19 post their visit to site.	If any user of the centre has been diagnosed as contracting COVID-19 within the last 14 days, must inform the Centre. The centre will contact PHE and follow the advice and guidance given. Where necessary other users will be informed will be provided with as much information as is possible and advise as per the advice given by PHE.

**This risk assessment is in addition to current risk assessments at Eaton Vale Scout and Guide Activity Centre and should be used in conjunction with current activity and site risk assessments.**