

Post COVID weeknight Activity Risk Assessment

Hazard	Risk Control Measures
Slips, trips and falls	Site to be checked for any potential hazards prior to event and as part of ongoing centre management. Users are to check own camp pitch prior to use in addition to check from Centre staff
Lost child or lost group.	Group leaders are responsible for the group at all times and need to consider their own procedures and actions should this take place.
Intruder on Site	Young people are expected to remain with group leader for the duration of the session All adults must challenge anyone that is not intended to be onsite (visitors will wear lanyards) Eaton Vale staff will be onsite to provide appropriate leadership and actions should this situation occur. Families are not able to enter site and must drop off and collect young people from the car park area only
Weather	Eaton Vale is able to provide the session whatever the weather and terms and conditions for booking clearly state that refund will not be given for poor weather conditions. Group leaders are advised to ensure that young people dress for the weather.
First Aid related emergencies	Group leaders are responsible for the First Aid needs of the group.
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 Centre Manager or Builders will be able to access the site.
Contracting or spread of COVID-19 whilst onsite. Specifically between/from guests.	Guests will be provided with clear information prior to arrival on the following: <ul style="list-style-type: none"> • Arrival and departure time and meeting point • Toilet facilities that are allocated to them • Expectations of them as users
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. 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 when walking round site.	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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<p>Contracting or spread of COVID-19 whilst onsite. Specifically when using toilet facilities.</p>	<p>Where possible each group 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. Leaders are responsible for adhering to social distancing measures whilst using this facility.</p>
<p>Contracting or spread of COVID-19 whilst onsite. Specifically during Instructor led sessions.</p>	<p>Each activity has a separate specific risk assessment that is sent to all users prior to their booking. Safety and activity specific equipment will be provided. Young people will keep this kit for the duration of the session and it won't be shared by young people. 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 members of the group are always expected to adhere to these.</p>
<p>Staff member, volunteer, guest, contractor or rental user displays symptoms of COVID-19 (Continuous cough, high temperature, anosmia) whilst onsite</p>	<p>If someone becomes unwell during a session they should be sent home immediately. They should remain isolated from others and should 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 should be informed and should follow government guidance. Leaders are responsible for following all organisations protocols.</p>
<p>A staff member, volunteer, guest, contractor or rental user is diagnosed as having COVID-19 post their visit to site.</p>	<p>If any user of the centre has been diagnosed as contracting COVID-19 within the last 14days they 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. Group leaders are responsible for keeping attendance records</p>

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.

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Written 05.02.2020. Susan Newton. Centre Manager.