

## Risk Assessment ~ Chigwell Row - Caving

|  |                                   |                       |                      |
|--|-----------------------------------|-----------------------|----------------------|
| Location/activity (brief description):<br>Chigwell Row Camp Site<br>Activity: Cave | Date of Risk Assessment: Jan 2020 | Review date: Jan 2021 | Compiled by: YS & TH |
|--|-----------------------------------|-----------------------|----------------------|

| Hazards<br><i>What could cause harm or damage?</i>  | Who or what is at risk of being affected and how? | What are you already doing?<br><i>How have you reduced the risk already?</i>                     | Likelihood of Risk<br>Occurring<br>Score:1-5 | Severity of Risk<br>Score 1-5 | =Level of risk<br>Likelihood x severity | Are further controls necessary?<br><i>What else needs to happen to reduce the risk to an acceptable level?</i>  | Action by: name & date |
|---|---|--|--|-------------------------------|---|---|------------------------|
| Participant numbers exceed permitted levels         | All   | Suggested Maximum number of participants set for this activity - 12                              | 1  | 2                             | 2                                       |   | Instructor: Ongoing    |
| Unauthorised people misusing the equipment          | All   | Restricted access, container locked  | 1  | 3                             | 3                                       |   | Instructor: Ongoing    |
| Slips, trips, bangs and falls while using the cave. | Participants                                      | Session organised by the instructor - participants briefed on appropriate behaviour inside Cave. | 2  | 3                             | 6                                       | Participants only allowed to go up the hole and come out feet first of the second level.<br><br>Instructor remains attentive whilst participants are inside Cave, giving verbal instruction as appropriate. | Instructor: Ongoing    |

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|---|---|--|---|-------------------------------|---|--|----------------------------------|
|   |   | Participants fitted with suitable safety helmet.<br><br>All staff trained to the operating procedure.                            |   |                               |   |  |                                  |
| The door accidentally slamming shut causing entrapment injury | All   | Instructors to ensure door is fully open, and swung all the way round.   | 2   | 3                             | 6                                       | IS THERE A CATCH TO SECURE THE DOOR IN THE 'OPEN' POSITION? SHOULD BE? REFER HERE IF THERE IS...               | Instructor: Ongoing              |
| Fibre glass cave materials                                    | All   | All arms and legs to be covered as much as possible. Regular inspections carried out to check materials quality and lose debris. | 1   | 3                             | 3                                       | Activity instruction sheets make leaders aware of clothing requirements for Cave.                              | Group Leaders/Instructor ongoing |
| Impact on/ snagging of trapping of Jewellery and hair         | Participants                                      | All participant advised to remove or tuck out the way all jewellery before the start of the                                      | 1   | 3                             | 3                                       | Activity instruction sheets make leaders aware of clothing requirements for Cave.                              | Group Leaders/Instructor ongoing |

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|---|---|---|---|-------------------------------|---|--|------------------------|
|   |   | session.<br><br>Hair should be tied up and out the way, loose clothing should be tucked out the way or removed if inappropriate for the session   |   |                               |   |  |                        |
| Participants becoming stuck or disorientated in cave system | Participants                                      | Instructors trained with soft skills and methods of rescuing participants, including using escape hatch. Staff trained in use of led lighting within cave. Group leader is to provide assistance if required. | 1   | 3                             | 3                                       | Instructor remains vigilant whilst attending session and maintains verbal contact with participant.            | Instructor ongoing     |

|   |      |        |
|---|------|--------|
| Risk assessment checked by member of Risk Group | Date | Signed |
|---|------|--------|

## Risk Assessment scoring ~

A scoring system has been used to determine level of risk. A score (1-5) has been given for the **likelihood/frequency** of the exposure to risk and a score [1-5] to the **severity/consequence** of the outcome. By multiplying the two scores, a score can then be calculated to determine the “level” of risk, which can inform decisions as to whether any further actions are required to reduce the risk.

E.g. Likelihood/frequency of exposure to risk [2] x Severity/Consequences of outcome [2] =

4

| Likelihood   | Severity /Consequences |            |               |            |                   |
|--------------|------------------------|------------|---------------|------------|-------------------|
|              | 1<br>None              | 2<br>Minor | 3<br>Moderate | 4<br>Major | 5<br>Catastrophic |
| 1 - Rare     | 1                      | 2          | 3             | 4          | 5                 |
| 2- Unlikely  | 2                      | 4          | 6             | 8          | 10                |
| 3 - Possible | 3                      | 6          | 9             | 12         | 15                |
| 4 - Likely   | 4                      | 8          | 12            | 16         | 20                |
|              |                        |            |               |            |                   |

|                       |   |    |    |    |    |
|-----------------------|---|----|----|----|----|
| 5 - Almost<br>Certain | 5 | 10 | 15 | 20 | 25 |
|-----------------------|---|----|----|----|----|

Green - Risk well managed  
 Amber - Further controls should be put in place  
 Red - This activity should NOT take place until risk is significantly reduced