



Risk Assessment ~ Chigwell Row - Forest Walk

Location/activity (brief description): Hainault Forest, Chigwell Row Camp Site Activity: Forest Walk (Daylight)	Date of Risk Assessment: Jan 2020	Review date: Jan 2021	Compiled by: YS & TH
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Hazards <i>What could cause harm or damage?</i>	Who or what is at risk of being affected and how?	What are you already doing? <i>How have you reduced the risk already?</i>	Likelihood of Risk Occurring Score:1-5	Severity of Risk Score 1-5	=Level of risk Likelihood x severity	Are further controls necessary? <i>What else needs to happen to reduce the risk to an acceptable level?</i>	Action by: name & date
Participant numbers exceed permitted level	All	Maximum number of participants set for this activity - 30 (plus adult leaders)	1	2	2		Instructor: Ongoing
Group meeting in car park	All	Groups directed to meet behind shut gate or at camp fire circle	1	3	3	Chigwell Row staff supervise car park during drop off and pick up to ensure that no groups are meeting in places where vehicles are moving.	Chigwell Row site staff: Ongoing
Crossing Road	All	High Viz jackets for leaders to stop traffic as necessary. Group briefed about	2	3	6	Adult leaders supervise group	Adult leaders: duration of activity Instructor: Ongoing

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		hazard and crossing procedure					
Getting Lost	All	Group briefed to stay where they are and shout out not scream. Everyone has a number checked regularly to ensure no one lost. Leader appointed as back marker, no one in front of walk leader on the path. Walk leaders carry emergency kit bags.	2	2	4		Instructor: Ongoing
Trips and Falls in forest	All	Group briefed that surface may be uneven. First aid kits and mobile phones carried by walk leaders and group leaders. Where possible	2	2	4		Instructor: Ongoing

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		someone left at Chigwell to be first port of call.					
Route	All	<p>Route walked prior to taking groups. All walk leaders familiar with the route and surrounding paths. All walk leaders familiar with escape routes to shortcut route if necessary.</p> <p>Group size no more than 30 people per walk unless prior notice given.</p> <p>Main hazards - Ponds, uneven ground/paths, deep ditch on witches path, over hanging tree branches roots</p>	2	2	4		Instructor: Ongoing

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		and stumps.					
Low Ropes	All	<p>Walk leaders to visually check ropes and ground area before commencement of activity.</p> <p>Walk leaders to give instruction on attempting the course</p>	2	3	6	Group briefed to stay inside ropes area. All to traverse in the same direction. If going to jump off group told to bend knees when landing.	Instructor: Ongoing

Risk assessment checked by member of Risk Group	Date	Signed
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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 None	2 Minor	3 Moderate	4 Major	5 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 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

