

Pinsent Scout Campsite Winchester District, Hampshire

Purpose: This risk assessment details the risk mitigation related to general use of Pinsent Scout Campsite, Winchester District. This risk assessment must be followed by both scout groups as well as other external organisation. A specific risk assessment must also be completed by the site user taking into account the activities which are to undertaken on the site, as laid out under section 2 of POR for scout groups or under other organisational or legislative requirements for external users.

Assessment Ref. No	001		Activity Assessed	General site usage						
Assessment Date	April 2021									
Assessor	Pinsent Management Committee		Checked by DC							
Version No.	2.1		Checked by District Exec							
Risk Score Matrix							Risk Score and Description			
Severity							Risk Score	Risk Level	Category	Description
		Insignificant	Minor	Moderate	Major	Fatal				
Likelihood	Very Unlikely	1 Green	2 Green	3 Green	4 Green	5 Amber	1 - 4	Low	Acceptable	No further action needed
	Unlikely	2 Green	4 Green	6 Amber	8 Amber	10 Red	5 - 9	Medium	Tolerable/ Adequate	Review to ensure nothing else can be done
	Possible	3 Green	6 Amber	9 Amber	12 Red	15 Red	10 - 15	High	Undesirable	Immediately review current control measures, and where appropriate decide on further actions
	Likely	4 Green	8 Amber	12 Red	16 Red	20 Red	16 - 25	Very High	Unacceptable	Stop activity and make immediate improvements
	Almost Certain	5 Amber	10 Red	15 Red	20 Red	25 Red	Likelihood (L) x Severity (S) = Risk Score (RS)			

What is/are the hazard(s) involved with the activity being undertaken	Who might be harmed and how	Risk	Risk Score			Control/Further Action Required	Target Risk Score		
			L	S	RS		L	S	RS
R1 Traffic Management Site carpark & movement around site	Site Staff Site Users	Injury or death through collision with vehicle.	4	5	20	<ul style="list-style-type: none"> Vehicles are only permitted within the carpark. Vehicles will not be permitted beyond the carpark (into the camp site) Vehicles must be parked sensibly and must not present an obstruction to other vehicles. Vehicles must not obstruct the entrance/exits. When in use, the carpark one-way system must be strictly followed. Car park must not be used as activity area 	2	3	6
R2 Site Services Electrical supply & electrical appliances	Site Staff Site Users	Injury or death from electrocution. Loss of supply.	5	5	25	<ul style="list-style-type: none"> Portable equipment is annually PAT tested. Fixed electrical equipment is inspected once every 5 years. Trailing cables not to be used unless specific permission gained from Campsite Manager or Warden. Refer to Camp site rules Item 17. External generators must not be used on site unless specific permission granted from Duty Warden in advance. 	1	3	3
R3 Site Services Water supply & Legionella control	Site Staff Site Users External contractors	Contracting legionella disease. Loss of supply/waste of water. Scolding from hot water	4	5	20	<ul style="list-style-type: none"> Refer to Pinsent '<i>Legionella Management Plan</i>' document kept on site. Hot water outlets thermostatically controlled to a restricted temperature. All outlets should be used regularly. Infrequently used outlets flushed (7-days or more non-use of water system). Water stop-valves located in site shed. 	1	1	1

What is/are the hazard(s) involved with the activity being undertaken	Who might be harmed and how	Risk	Risk Score			Control/Further Action Required	Target Risk Score		
			L	S	RS		L	S	RS
						<ul style="list-style-type: none"> External water taps to be turned off when not in use. 			
R4 Site Service Toilets/Accessible block	Site Staff Site Users External Contractors	Injury from hot water, chemicals & slips/trips. Hazard of water and electrics mixing.	4	4	16	<ul style="list-style-type: none"> Cleaning chemicals not to be used by young people. Cleaning chemicals to be stored out of reach of young people and to be used at the lowest strength possible. Toilet block is to be cleaned by site users during and at the end of use. See R2 'Electrical supply & electrical appliances', R3 'Water supply & Legionella control', & R13 'Trips and slips'. 	2	2	4
R5 Site Service Wood Pile	Site Staff Site Users	Injury of persons. Collapse of the woodpile. Uncontrolled fire/arson.	4	4	16	<ul style="list-style-type: none"> Height of stacked logs and pallets restricted. Stack to be formed evenly and level. Material should be removed from the top only. Individuals entering woodpile should wear suitable footwear. Fires not to be lit within the woodpile. Wood returned to woodpile not to be in a smouldering state. Individuals discouraged from climbing on woodpile. Only timber products to be placed within woodpile. Woodpile fenced off. Individuals should be adequately supervised within woodpile dependent on age and experience. Suitable escape to be maintained. 	2	2	4

What is/are the hazard(s) involved with the activity being undertaken	Who might be harmed and how	Risk	Risk Score			Control/Further Action Required	Target Risk Score		
			L	S	RS		L	S	RS
R6 Site Service Round House	Site Staff Site Users	Injury of persons. Fall from height. Uncontrolled fire/arson. Damage to structure.	4	5	20	<ul style="list-style-type: none"> Structure only to be entered/exited through building entrance. No flames or sources ignition to be used within round house structure. Signs erected indicate this. Site users must not climb on roof. Hammocks/hanging equipment must only be fixed to round house structure using supplied anchor points. Any structural defects observed must be reported to Duty Warden. Users should be appropriately supervised depending on age/experience. 	2	2	4
R7 Site service Campfire circle/Fire lighting areas	Site Staff Site Users	Spread of fire/uncontrolled burning. Injury/death of individuals, including inhalation of toxic fumes.	5	5	25	<ul style="list-style-type: none"> Fires to be of a suitable size, in relation to the area used/activity undertaken/age of individuals involved. Fires only to be lit in designated areas or contained within altar fires. Fires to be supervised at all times if not suitably contained. Ash only to be disposed of at stated disposal site when 'cold'. Hazardous waste not to be burnt and disposed of safely off site. Groups to provide own suitable fire buckets during onsite activities or camping. Suitable fire suppression in relation to the size of the specific fire to be provided by users 	2	3	6
R8 General site Waste	Site Users	Damage to the surrounding environment. Injury to persons.	4	3	15	<ul style="list-style-type: none"> All waste must be removed from site by site users, including recycling. 	2	2	4

What is/are the hazard(s) involved with the activity being undertaken	Who might be harmed and how	Risk	Risk Score			Control/Further Action Required	Target Risk Score		
			L	S	RS		L	S	RS
Waste						<ul style="list-style-type: none"> Where waste is to be burnt users must adhere to R7 'Campfire circle/areas' actions. Broken glass/sharp metal (tin cans) must be disposed of safely. Cesspits must not be dug on-site. Waste must not be buried. 			
R9 General site Trees	Site Staff Site Users External contractors	De-limbing of trees onto persons and camping areas. De-limbing or falling trees due to adverse weather conditions. Injury or death though striking from falling material.	5	5	25	<ul style="list-style-type: none"> Tree survey in place & remedial actions instigated as necessary by external competent contractors. Trees monitored and works undertaken inline with Pinsent Campsite Tree Management policy, including regularly monitored for movement, damage, splits, etc. Site may be shut during forecast extreme weather conditions. Inspections to be carried out following extreme weather. 	2	3	6
R10 General site Camping & open areas	Site Staff Site Users	Injury of persons. Damage to post & rail fencing and site equipment.	5	3	15	<ul style="list-style-type: none"> Site users must only camp within designated camping areas. All activities undertaken on site within either camping areas or other areas must be suitably supervised dependent on age and experience of individuals. Prior to leaving site, site users must clear camping areas of waste, tent pegs, or other miscellaneous camping equipment. Site users must not climb over or through post & rail fencing. 	2	2	4

What is/are the hazard(s) involved with the activity being undertaken	Who might be harmed and how	Risk	Risk Score			Control/Further Action Required	Target Risk Score		
			L	S	RS		L	S	RS
						<ul style="list-style-type: none"> Hazards (in relation to site facilities) found within camping and open areas must be reported to Duty Warden 			
R11 General site Site security & trespass	Site Staff Site Users External contractors Codeg Security	Unauthorized access to site by persons. Theft of equipment / burglary. Vandalism, squatting, fly tipping, and arson.	5	4	20	<ul style="list-style-type: none"> External company 'Codeg security' contracted to maintain site security, including periodic checks when not in use. Site fenced on all sides, with lockable gates. Stores/buildings kept locked when not in use. Externally stored equipment locked/chained when not in use. Duty warden contactable at all times by site users. Contact details found on Site Notice Board. Groups responsible for own Group equipment / personnel on site. 	3	2	6
R12 General site Restricted areas including areas under development	Site Staff Site Users External Contractors	Injury of persons.	4	5	20	<ul style="list-style-type: none"> Areas under maintenance are to be fenced off and appropriately signed for no access. New Building site to remain securely fenced off. 	1	2	2
R13 General site Trip, slips & falls	Site Staff Site Users External contractors	Injury of persons.	5	4	20	<ul style="list-style-type: none"> Be aware of the risks. Reduce trip/slip/full hazardous where possible. Hazardous areas to be fenced off and display suitable safety signage. Holes must not be dug. See R2 the trailing cables 	3	2	6
R14 General site Other site users	Site Users Site Staff	Injury of persons.	3	3	9	<ul style="list-style-type: none"> Maintenance undertaken onsite where site users are present will be suitably managed/protected according to the risk 	1	2	2

What is/are the hazard(s) involved with the activity being undertaken	Who might be harmed and how	Risk	Risk Score			Control/Further Action Required	Target Risk Score		
			L	S	RS		L	S	RS
<i>Other site users</i>						<p>level of task being carried out. Where appropriate R12 to be followed.</p> <ul style="list-style-type: none"> • Users must respect other site users, as per the Pinsent site rules. Where disputes occur between different site users and are unable to be resolved, they must be reported to the Duty Warden. • Equipment owned by site users to be used at their own risk whilst on site. • Hazards found on sites, for example sharps, hazardous material, unsafe structures must be reported to the Duty Warden. • Trespassers see R11 'Site security & trespass' 			
R15 Emergencies <i>Fire</i>	Site Staff Site Users External Contractors	Death, injury or loss of property from accidental or intentional fire. Spread of contained / smouldering fires.	5	5	25	<ul style="list-style-type: none"> • Mobile phone/communication devices should be available to summon help, where necessary. • Site user to ensure suitable fire suppression is available on site. • Small fires to be extinguished by site users where possible/safe. • All significant fires (including emergency services intervention) to inform Duty Warden, DC and Codeg Security as soon as possible. • Fire evacuation procedures for site to be followed as set out in the Site Major Incident /Emergency's plan (see notice board). • Site Fire Risk Assessment to be followed. 	1	3	3

What is/are the hazard(s) involved with the activity being undertaken	Who might be harmed and how	Risk	Risk Score			Control/Further Action Required	Target Risk Score		
			L	S	RS		L	S	RS
R16 Emergencies First aid/injury	Site Users	Injury or death due to accident	5	5	25	<ul style="list-style-type: none"> Groups must have suitable first aid provision and supply own First Aid kit when undertaking camping/onsite activities. All minor injuries relating to site owned equipment/facilities must be reported to Duty Warden. All significant accidents (including emergency services intervention or hospital related visits) to inform DC and Scout Headquarters as soon as possible. All relevant Site risk assessments to be reviewed and updated post any significant accident. 	3	2	6
R17 Emergencies Major incident	Site Staff Site Users External Contractors	Injury, death or loss of property.	3	5	15	<ul style="list-style-type: none"> Refer to R15'Fire' & R16 'First aid/injury'. Site Major Incident plan to be followed. Inform Duty Warden, Codeg Secretary, DC and Scout Headquarters as soon as possible Risk assessments to be reviewed, and where applicable, updated post incident 	1	3	3