GROUP DETAILS

IN AN EMERGENCY CALL:

Leader:	**Group Phone:**
Participants:	

ACTIVITY DETAILS

Purpose of Activity:	**Date:**

Benefit of Activity: Builds physical fitness through hiking and searching for caches. | Encourages problem-solving and critical thinking to locate caches. | Enhances navigational and map-reading skills using GPS devices. | Fosters teamwork and collaboration in group geocaching activities. | Promotes outdoor exploration and adventure through treasure hunting. | Provides a fun and engaging way to learn about the environment.

HAZARDS

HAZARD	RISK	RISK BENEFIT	MEASURE	RISK TO	RISK LEVEL
Participants with additional needs	Inadequate support, accidents	Promotes inclusivity and provides opportunities for all to participate.	Individual needs should be assessed before the activity. Ensure extra support is provided as required, such as adapted routes, additional supervision, or modified equipment. Leaders should be trained to accommodate various physical and learning needs. **(ALL)**	Youth participants	Before Measure: **Med** After Measure: **Med**
Safeguarding	Abuse, neglect, safety violations	Ensures a safe environment where participants feel protected and cared for.	Ensure all leaders and volunteers have undergone background checks and are aware of safeguarding policies. Participants should be briefed on appropriate behavior, and a designated safeguarding officer should be present to handle any concerns. **(ALL)**	Youth participants	Before Measure: **Med** After Measure: **Med**

HAZARD	RISK	RISK BENEFIT	MEASURE	RISK TO	RISK LEVEL
Adverse weather	Storms, lightning strikes, flooding	Encourages adaptability and critical thinking in adverse conditions.	Monitor weather forecasts and postpone activities during storms. Provide participants with safety guidelines about seeking shelter if caught in extreme weather and ensure access to shelters if needed. **(ALL)**	Youth participants	Before Measure: **Med** After Measure: **Low**
Allergic reactions	Allergic reactions, anaphylaxis	Promotes health responsibility and risk management.	Obtain information on participant allergies before the event. Ensure epinephrine injectors are available for those with known severe allergies, and educate leaders on their use. **(ALL)**	Youth participants	Before Measure: **Med** After Measure: **Low**
Allergic reactions to plants (e.g., poison ivy)	Plant allergies, skin irritation	Increases participants' knowledge of local flora and personal health care.	Identify and mark areas with known allergens, and brief participants on how to identify and avoid dangerous plants. Provide access to antihistamines and other necessary medications. **(ALL)**	Youth participants	Before Measure: **Med** After Measure: **Low**
Blisters	Blisters, skin irritation	Teaches participants about the importance of correct clothing.	Participants should wear appropriate footwear and socks. Leaders should carry first aid supplies such as blister plasters and check participants regularly for discomfort. **(ALL)**	Youth participants	Before Measure: **Low** After Measure: **Low**
Cache placed in unsafe locations	Falls from height, drowning, injury	Teaches responsible decision-making in outdoor activities.	Pre-check cache locations for safety and appropriateness for the group. Avoid high-risk areas like cliff edges or water bodies. **(ALL)**	Youth participants	Before Measure: **High** After Measure: **Low**
Cold exposure	Cold exposure, hypothermia, frostbite	Fosters understanding of weather-appropriate clothing and self-care.	Participants should wear layers, including waterproof jackets. Leaders must check weather forecasts and modify the activity in adverse conditions. Warm drinks and shelter should be available in case of cold stress. **(ALL)**	Youth participants	Before Measure: **Med** After Measure: **Low**

HAZARD	RISK	RISK BENEFIT	MEASURE	RISK TO	RISK LEVEL
Crossing fences or obstacles	Injury	Encourages problem-solving and physical coordination.	Ensure students use stiles where available and avoid climbing fences. Brief them on proper technique to avoid injury. **(ALL)**	Youth participants, supervisors	Before Measure: **Med** After Measure: **Low**
Cuts and abrasions from plants or sharp objects	Cuts, abrasions, lacerations	Builds an understanding of safe outdoor exploration.	Ensure participants are wearing appropriate clothing, including long sleeves, and brief them on avoiding dense underbrush. First aid kits should be on hand for treatment of minor cuts. **(ALL)**	Youth participants	Before Measure: **Med** After Measure: **Low**
Dehydration	Dehydration, heatstroke, exhaustion	Develops an understanding of the importance of hydration.	Advise participants to bring water and schedule regular hydration breaks. Leaders should monitor for signs of dehydration, especially in hot weather. **(ALL)**	Youth participants	Before Measure: **Low** After Measure: **Low**
Difficulty using GPS devices	Navigation errors, getting lost	Teaches technical and problem-solving skills related to navigation.	Provide pre-activity training on GPS device operation and ensure leaders can assist participants during the activity. Include traditional navigation tools (like maps and compasses) as backup. **(ALL)**	Youth participants	Before Measure: **Med** After Measure: **Low**
Fatigue	Fatigue, exhaustion, decreased alertness	Encourages self-awareness regarding physical limits.	Pace the activity according to the group's ability. Plan rest breaks and ensure that participants understand the importance of rest during physical activities. **(ALL)**	Youth participants	Before Measure: **Med** After Measure: **Low**
Flash flooding	Flash flooding, water-related injuries	Teaches risk assessment related to natural phenomena.	Avoid areas prone to flooding during heavy rain, and ensure participants are aware of flood risk areas. Leaders should monitor weather reports and evacuate if flooding is a possibility. **(ALL)**	Youth participants	Before Measure: **Med** After Measure: **Low**

HAZARD	RISK	RISK BENEFIT	MEASURE	RISK TO	RISK LEVEL
Getting lost	Getting lost, disorientation, separation from group	Teaches navigation and teamwork.	Group leaders should ensure GPS devices are distributed and used properly. Participants must stay in pairs or small groups, with regular check-ins. Emergency contact procedures should be in place. **(ALL)**	Youth participants	Before Measure: **Med** After Measure: **Low**
Group management issues (disagreements, lack of focus)	Disagreements, lack of focus, reduced coordination	Builds teamwork, leadership, and conflict resolution skills.	Assign clear roles within teams and set behavioral expectations at the start of the activity. Leaders should be trained to mediate conflicts and encourage team-building exercises to foster cooperation. **(ALL)**	Youth participants	Before Measure: **Med** After Measure: **Low**
Group separation	Group separation, loss of contact	Encourages teamwork and group coordination.	Maintain a buddy system and ensure leaders have contact methods, such as mobile phones, to keep track of all groups. Plan regular meet-up points along the route. **(ALL)**	Youth participants	Before Measure: **Med** After Measure: **Low**
Heat exhaustion	Heat exhaustion, dehydration, heatstroke	Enhances resilience in outdoor conditions.	Ensure hydration breaks are scheduled and participants are encouraged to bring water bottles. Activity should be monitored for high heat, and appropriate clothing and sunscreen should be advised. **(ALL)**	Youth participants	Before Measure: **Med** After Measure: **Low**
Inadequate clothing	Exposure to elements, hypothermia, heatstroke	Encourages responsibility for personal comfort and safety in outdoor activities.	Provide participants with a detailed list of appropriate clothing and gear for the activity and the season. Leaders should verify that all participants are suitably dressed before the activity begins. **(ALL)**	Youth participants	Before Measure: **Med** After Measure: **Low**
Inadequate first aid knowledge	Delayed treatment, improper first aid	Enhances preparedness for injuries and fosters first aid awareness.	Ensure leaders have current first aid certifications and carry fully stocked first aid kits. Participants should also be briefed on basic first aid steps, such as how to treat minor injuries. **(ALL)**	Youth participants	Before Measure: **Med** After Measure: **Low**

HAZARD	RISK	RISK BENEFIT	MEASURE	RISK TO	RISK LEVEL
Inadequate supervision	Accidents, injuries, unmonitored participants	Ensures participant safety and provides a structured, well-monitored experience.	Maintain proper leader-to-participant ratios as outlined by relevant guidelines, ensuring constant supervision. Leaders should be stationed strategically throughout the activity area and rotate duties to avoid fatigue. **(ALL)**	Youth participants	Before Measure: **Med** After Measure: **Low**
Injury from wildlife	Wildlife attacks, scratches, bites	Develops an understanding of coexisting with wildlife.	Brief participants about local wildlife and the importance of maintaining a safe distance. Carry first aid kits to address any scratches or bites. **(ALL)**	Youth participants	Before Measure: **Med** After Measure: **Low**
Insect bites	Insect bites, allergic reactions	Teaches preparedness and respect for the natural environment.	Long-sleeve clothing and insect repellent should be advised. Medical kits should be available for treatment of bites or allergic reactions. Leaders should monitor participants, particularly those with known allergies. **(ALL)**	Youth participants	Before Measure: **Med** After Measure: **Low**
Litter or environmental damage	Environmental pollution, injury from litter	Teaches environmental stewardship and responsibility.	Educate participants on **(ALL)**	Youth participants	Before Measure: **Low** After Measure: **Low**
Loss of communication	Loss of communication, inability to call for help	Encourages independence and accountability in the field.	Ensure all leaders and participants have charged mobile devices or radios. Agree on designated meeting points and times in case communication is lost. **(ALL)**	Youth participants	Before Measure: **Med** After Measure: **Low**
Lost or damaged equipment	Lost equipment, damaged equipment, theft	Teaches responsibility for personal gear.	Ensure all equipment is securely attached to participants and encourage responsible handling of GPS devices. Brief participants on safeguarding their belongings. **(ALL)**	Youth participants	Before Measure: **Low** After Measure: **Low**

HAZARD	RISK	RISK BENEFIT	MEASURE	RISK TO	RISK LEVEL
Overgrown paths	Trips, entanglement, disorientation	Enhances pathfinding and navigation skills.	Mark out clear paths, or avoid overly overgrown areas. Carry tools to clear minor obstructions if necessary. Participants should be advised to use caution in these areas. **(ALL)**	Youth participants	Before Measure: **Low** After Measure: **Low**
Peer pressure to take risks	Risk-taking behavior, injuries	Develops self-confidence and good judgment.	Leaders should maintain a supportive environment where safety is prioritized over competition. Encourage participants to voice concerns if they feel uncomfortable or pressured to take unnecessary risks. **(ALL)**	Youth participants	Before Measure: **Low** After Measure: **Low**
Physical overexertion	Muscle strains, exhaustion, dehydration	Builds awareness of personal fitness limits and endurance.	Plan for varying fitness levels, including easier route options. Participants should be encouraged to pace themselves and take breaks when needed. Leaders should monitor the physical condition of participants. **(ALL)**	Youth participants	Before Measure: **Low** After Measure: **Low**
Poisonous plants	Poisonous plant contact, ingestion	Increases environmental knowledge and safety.	Educate participants about local toxic plants. Groups should avoid touching or eating any plants unless instructed. Hand washing facilities should be available after activity. **(ALL)**	Youth participants	Before Measure: **Low** After Measure: **Low**
Road crossing	Vehicle collisions, pedestrian accidents, traffic exposure	Instills road safety awareness and careful decision-making.	Routes should avoid roads where possible. If necessary, use high-visibility clothing and supervised crossings. Participants should be briefed on road safety before crossing. **(ALL)**	Youth participants	Before Measure: **High** After Measure: **Low**

HAZARD	RISK	RISK BENEFIT	MEASURE	RISK TO	RISK LEVEL
Slips, trips, and falls	Slips, trips, falls	Encourages spatial awareness and physical coordination.	Participants must wear appropriate footwear and be briefed about uneven terrain, roots, and obstacles. Groups should be advised to walk, not run, particularly in overgrown or slippery areas. Regular checks for hazards should be done throughout the activity. **(ALL)**	Youth participants	Before Measure: **Med** After Measure: **Low**
Snake bites	Snake bites, envenomation	Encourages learning about local wildlife and hazard identification.	Ensure participants wear closed-toe shoes. Groups should carry first aid kits with snake bite treatment, and leaders should be trained in the appropriate first aid response. **(ALL)**	Youth participants	Before Measure: **Low** After Measure: **Low**
Steep or rough terrain	Falls, sprains, muscle strains	Builds endurance and physical capability.	Plan routes carefully, avoiding overly difficult terrain. Brief participants on how to navigate uneven ground safely. Walking poles can be offered as an additional aid. **(ALL)**	Youth participants	Before Measure: **Med** After Measure: **Low**
Stings from bees or wasps	Stings, allergic reactions	Increases caution and awareness of surroundings.	Encourage participants to avoid sudden movements near insects. First aid kits should include treatments for stings. Leaders should monitor participants with known allergies closely. **(ALL)**	Youth participants	Before Measure: **Low** After Measure: **Low**
Stranger danger on public trails	Stranger interactions, potential harm	Teaches safety measures in public and shared spaces.	Ensure participants stay in supervised groups, with a buddy system in place. Leaders should carry phones and monitor the presence of non-group individuals in the area. **(ALL)**	Youth participants	Before Measure: **Med** After Measure: **Low**
Sunburn	Sunburn, skin damage	Promotes sun safety awareness.	Encourage participants to apply sunscreen before and during the activity. Provide hats and sunglasses, especially on sunny days. **(ALL)**	Youth participants	Before Measure: **Med** After Measure: **Low**

HAZARD	RISK	RISK BENEFIT	MEASURE	RISK TO	RISK LEVEL
Vandalism or damage to geocache sites	Property damage, environmental harm	Fosters respect for community and nature.	Participants should be instructed on respecting the environment and other people's property, with clear consequences for any damaging behavior. Ensure all geocache sites are left as they were found. **(ALL)**	Youth participants	Before Measure: **Low** After Measure: **Low**
Water hazards	Drowning, water-related injuries	Enhances water safety awareness.	Keep participants away from bodies of water or ensure adult supervision is present if near water. Brief participants on water safety and ensure a lifeguard is on hand if necessary. **(ALL)**	Youth participants	Before Measure: **High** After Measure: **Low**
Weather changes	Sudden weather changes, hypothermia, heatstroke	Teaches flexibility and preparation for unpredictable conditions.	Check weather forecasts in advance and have a dynamic plan for shelter or altering the route if weather worsens. Participants should carry rain gear and layers. **(ALL)**	Youth participants	Before Measure: **Med** After Measure: **Low**
Wildlife encounters (e.g., dogs)	Dog attacks, wildlife disturbances	Promotes respect for and awareness of local wildlife.	Brief participants on how to react when encountering wildlife or domestic animals, especially dogs. Leaders should carry deterrents like whistles or sprays, and ensure a safe distance is kept. **(ALL)**	Youth participants	Before Measure: **Med** After Measure: **Low**
Unpredicted risks	Illness, injury, death		Ongoing dynamic risk assessment carried out by all staff. Any observed potential hazards should be notified to group leader and immediate action taken if required. **(ALL)**	All	**N/A**

NOTES

Extra notes & activity evaluation:

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Completed by	Reviewed/Approved by	Risk Assessment Date	Review Required Date