

GROUP DETAILS

IN AN EMERGENCY CALL:

Leader:	Group Phone:
Participants:	

ACTIVITY DETAILS

Purpose of Activity:	Date:
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Benefit of Activity: Builds resilience by overcoming navigational challenges. | Develops navigational and map-reading skills in outdoor settings. | Encourages independence and self-reliance in finding paths. | Enhances problem-solving and critical thinking through route planning. | Fosters teamwork and cooperation in group navigation tasks. | Promotes physical fitness through walking and running courses.

HAZARDS

HAZARD	RISK	RISK BENEFIT	MEASURE	RISK TO	RISK LEVEL
Participants with additional needs	Lack of assistance, inability to participate safely	Promotes inclusivity and ensures that all participants can engage safely, building confidence.	Ensure tailored support for participants with additional needs, including physical or cognitive challenges. Provide extra supervision, adaptive equipment, or modified routes, and ensure all staff are trained to assist. (ALL)	Participants	Before Measure: Med After Measure: Med
Safeguarding	Abuse, neglect	Ensures a safe, secure environment, fostering trust and participation.	Implement safeguarding policies, ensuring all staff are background-checked and trained in child protection procedures. Brief participants about reporting concerns. Maintain appropriate adult-to-child ratios and prevent any lone working with children. (ALL)	Participants	Before Measure: Med After Measure: Med

HAZARD	RISK	RISK BENEFIT	MEASURE	RISK TO	RISK LEVEL
Steep slopes or crags	Falls, injuries	Encourages participants to think critically about physical challenges.	Plan routes that avoid steep or dangerous slopes. If unavoidable, instruct participants to proceed with caution and consider roping off hazardous sections. (ALL)	Participants	Before Measure: High After Measure: Med
Adverse weather conditions	Hypothermia, heatstroke, dehydration	Encourages resilience and adaptability in various weather conditions.	Monitor weather forecasts before the activity. Ensure participants have weather-appropriate clothing (e.g., hats, sunblock, waterproofs). Cancel or reschedule if conditions are unsafe. (ALL)	Participants	Before Measure: Med After Measure: Low
Allergic reactions (insects, plants)	Anaphylaxis, skin irritation	Promotes individual responsibility for managing personal health needs.	Identify participants with allergies before the event. Carry necessary medical treatments, such as EpiPens or antihistamines, and brief participants on avoiding potential allergens. (ALL)	Participants	Before Measure: Low After Measure: Low
Cold weather	Hypothermia, frostbite	Teaches the importance of preparation and safety in cold weather.	Check weather conditions and provide participants with thermal layers and waterproof gear. Include an emergency shelter plan in case of severe cold. (ALL)	Participants	Before Measure: Med After Measure: Low
Crossing fences or walls	Falls, injuries	Teaches respect for property boundaries and personal safety.	Avoid routes that require climbing over fences or walls. If unavoidable, provide safe crossing points or marshals to assist participants. (ALL)	Participants	Before Measure: Med After Measure: Low
Crossing roads	Traffic accidents, vehicle collisions	Enhances awareness of road safety and decision-making in real-world contexts.	Design routes that avoid road crossings or use marshals to oversee crossings. Instruct participants on how to safely cross roads where necessary and place crossing points in visible, low-traffic areas. (ALL)	Participants	Before Measure: High After Measure: Low

HAZARD	RISK	RISK BENEFIT	MEASURE	RISK TO	RISK LEVEL
Equipment failure	Getting lost, inability to navigate	Encourages the importance of preparedness and reliance on basic equipment.	Regularly inspect all navigation tools (compasses, GPS devices) and ensure they are in good working order before the activity begins. Carry spare equipment in case of failure. (ALL)	Participants	Before Measure: Med After Measure: Low
Falling objects (branches, loose rocks)	Head injuries, cuts	Enhances participants' awareness of their surroundings in natural environments.	Regularly assess the area for hazards like overhanging branches or loose rocks. Clear the route of any immediate dangers and brief participants on how to avoid such risks. (ALL)	Participants	Before Measure: High After Measure: Low
Fatigue	Decreased performance, accidents	Teaches participants the importance of pacing and energy management.	Plan a route that matches the fitness levels of participants. Incorporate rest points and ensure all participants are adequately hydrated and nourished. (ALL)	Participants	Before Measure: Low After Measure: Low
First aid emergencies	Health crises, injuries	Fosters a safe environment while allowing participants to engage in adventurous activities.	Ensure at least one qualified first aider is present and that all staff carry first aid kits. Provide quick access to emergency services if needed. (ALL)	Participants, Staff	Before Measure: Med After Measure: Low
Getting lost	Getting lost, disorientation, panic	Builds navigation and problem-solving skills in outdoor environments.	Provide detailed instructions and maps. Assign groups with a leader who carries a compass or GPS. Set boundaries and patrol the area to ensure all participants remain within designated zones. (ALL)	Participants	Before Measure: Med After Measure: Low
Heat exhaustion/dehydration	Heatstroke, severe dehydration	Promotes self-care and awareness of the body's needs during physical activity.	Ensure participants carry water bottles and take regular breaks for hydration. Provide shaded areas or cooling stations during hot weather. (ALL)	Participants	Before Measure: Low After Measure: Low

HAZARD	RISK	RISK BENEFIT	MEASURE	RISK TO	RISK LEVEL
Inadequate supervision	Accidents, getting lost	Increases safety and ensures all participants receive appropriate guidance.	Ensure a sufficient number of qualified supervisors per group. Supervisors should be briefed on their roles and maintain constant communication with participants. Regularly check attendance and set meeting points to prevent separation. (ALL)	Participants	Before Measure: Med After Measure: Low
Navigation in low visibility	Getting lost, accidents	Builds advanced navigation skills in more challenging conditions.	Avoid conducting activities in foggy or low-visibility conditions. Provide participants with maps, compasses, and flashlights if necessary, and mark key points along the route. (ALL)	Participants	Before Measure: High After Measure: Low
Overconfidence in navigation abilities	Taking unnecessary risks, getting lost	Teaches humility and the value of preparation.	Provide clear guidance on following maps and using compasses. Offer training or practice sessions before the main activity to build confidence without overestimating abilities. (ALL)	Participants	Before Measure: Med After Measure: Low
Participant with existing medical conditions	Health crises, exacerbation of conditions	Encourages inclusion while maintaining a focus on safety.	Obtain medical information prior to the event and ensure participants carry necessary medication (e.g., asthma inhalers). Assign staff trained in first aid to each group. (ALL)	Participants	Before Measure: Med After Measure: Low
Participants falling behind or off course	Getting lost, accidents	Develops responsibility and accountability for staying on task.	Implement regular check-in points along the route, with staff monitoring progress. Instruct participants on what to do if they become separated from the group. (ALL)	Participants	Before Measure: Med After Measure: Low
Poisonous plants	Skin irritation, allergic reactions	Builds knowledge of plant identification and outdoor safety.	Educate participants on how to identify harmful plants like poison ivy or nettles. Plan routes away from known hazardous areas, and ensure participants avoid touching unfamiliar flora. (ALL)	Participants	Before Measure: Low After Measure: Low

HAZARD	RISK	RISK BENEFIT	MEASURE	RISK TO	RISK LEVEL
Poor group management	Chaos during emergencies, participants getting lost	Encourages discipline and a clear understanding of safety protocols among participants.	Conduct a comprehensive safety briefing at the start of the activity, outlining expected behavior, safety measures, and emergency procedures. Use clear communication and assign roles to group leaders for effective oversight. (ALL)	Participants	Before Measure: Med After Measure: Low
Poor map quality or outdated maps	Getting lost, wrong navigation	Encourages reliance on accurate information and planning.	Regularly update maps and ensure all participants receive accurate information. Perform a site check before the event to verify map accuracy. (ALL)	Participants	Before Measure: Med After Measure: Low
Road traffic near starting points	Traffic accidents, exposure to vehicles	Raises awareness of road safety in everyday situations.	Position starting areas away from busy roads and assign marshals to manage any nearby traffic. Provide clear instructions on how to approach and leave the area safely. (ALL)	Participants	Before Measure: Med After Measure: Low
Slips, trips, and falls	Injury, sprains, fractures	Teaches participants terrain awareness and improves physical coordination.	Ensure participants wear appropriate footwear with good traction. Conduct a pre-activity terrain inspection to identify hazardous areas and brief participants to avoid these zones. Place markers in areas with uneven ground or roots. (ALL)	Participants	Before Measure: Med After Measure: Low
Stranger danger	Kidnapping, assault	Reinforces group cooperation and personal safety awareness.	Brief participants on safety procedures in public areas, ensuring they stay within their groups and avoid talking to strangers. Establish a check-in system and maintain communication throughout. (ALL)	Participants	Before Measure: Med After Measure: Low
Sunburn	Sunburn, heatstroke	Teaches the importance of sun safety and skin care.	Remind participants to apply sunscreen before the activity. Encourage wearing hats and long sleeves, especially in exposed areas, and schedule regular shade breaks. (ALL)	Participants	Before Measure: Med After Measure: Low

HAZARD	RISK	RISK BENEFIT	MEASURE	RISK TO	RISK LEVEL
Ticks and insect bites	Lyme disease, allergic reactions	Teaches outdoor health precautions in areas prone to insects.	Advise participants to wear insect repellent and long sleeves to prevent bites. Check for ticks after the activity and provide first aid for any bites that occur. (ALL)	Participants	Before Measure: Med After Measure: Low
Uncontrolled dogs or wildlife attacks	Bites, injuries	Teaches respect for animals and wildlife in shared environments.	Instruct participants on how to handle encounters with dogs or wildlife. Plan routes away from high-risk areas like farms or dense wildlife zones. (ALL)	Participants	Before Measure: Med After Measure: Low
Uneven terrain	Sprains, fractures, cuts	Improves balance and navigation skills over varying terrains.	Plan routes to avoid steep slopes or rough ground. Use markers to highlight tricky sections and ensure participants walk rather than run on uneven surfaces. (ALL)	Participants	Before Measure: Med After Measure: Low
Vegetation	Scratches, bites, infections	Enhances problem-solving as participants navigate complex terrain.	Design routes away from areas with thick or thorny vegetation. Encourage long sleeves and pants to protect skin from scratches, and ensure participants are aware of potential hazards like low branches. (ALL)	Participants	Before Measure: Low After Measure: Low
Water hazards (rivers, streams, ponds)	Drowning, slipping, hypothermia	Builds confidence in managing natural water features in the environment.	Avoid crossing large bodies of water. If necessary, mark safe crossing points and provide guidance on how to cross small streams safely. (ALL)	Participants	Before Measure: High After Measure: Low
Wildlife encounters	Animal attacks, bites, stings	Fosters respect for wildlife and understanding of how to navigate safely in natural environments.	Brief participants on how to safely handle encounters with wildlife. Avoid areas known for potentially dangerous animals. Carry first aid kits with allergy treatments. (ALL)	Participants	Before Measure: Med After Measure: Low

HAZARD	RISK	RISK BENEFIT	MEASURE	RISK TO	RISK LEVEL
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:

Completed by

Reviewed/Approved by

Risk Assessment Date

Review Required Date