

Beacon Hill Scout Campsite Premises Risk Assessment – General

Name of activity, event, and location	Use of District Campsite	Date of risk assessment	3 rd April 2023	Name of person doing this risk assessment	Alison Styles
		Date of next review	Reviewed 14/2/2024 Reviewed May 2025 Reviewed June 2026		

Hazard identified and risks arising	Who is at risk?	How is the risk controlled? What further controls are needed?	Person responsible
A hazard is something that may cause harm or damage. The risk is the harm that may occur from the hazard.	For example: young people, adult volunteers, visitors	Controls are ways of making the activity safer by removing or reducing the risk. For example, you may use a different piece of equipment or you might change the way you do the activity.	
Services			
<u>Water</u> Leaks, burst pipes. Legionella.	Leaders, Visitors, YP, Wardens	Lag pipes. Check system regularly and inspect water tanks. See section on toilets and washrooms. See separate Management Plan	Campsite Manager
<u>Cesspits and wastewater</u> Leaks, blockages, disease.	Leaders, Visitors, YP, Wardens	Regularly inspect drains and cesspit alarm according to the Planned Preventative Maintenance (PPM) schedule.	Campsite Manager
<u>Electricity</u> Overloaded sockets Electrocution. Fire. Trailing or damaged leads Tripping.	Leaders, Visitors, YP, Wardens	Check equipment leads and plugs regularly. Remove anything substandard. Arrange for a competent person to do repairs and major inspections, according to the PPM schedule. Isolate supply as necessary. Secure or cordon off cables and wires.	Campsite Manager, Wardens, Leader in Charge

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<u>Gas supply</u> Explosion, fire, asphyxiation.	Leaders, Visitors, YP, Wardens	Use HSE approved gas fitter (Gas Safe registered) for work on fittings and appliances. Carry out annual inspection according to the PPM schedule.	Campsite Manager
Entrances and exits			
<u>Obstructions</u> Trips and falls. Unable to open doors in emergency.	Leaders, Visitors, YP, Wardens	Make sure fire doors are unlocked and clear at all times (check outside too). Ensure fire safety guidance is available to visitors.	Campsite Manager, Wardens, Leader in Charge
Storage			
<u>Combustible materials</u> Fire.	Leaders, Visitors, YP, Wardens	Carefully store in suitable containers. Remove potential ignition sources.	Campsite Manager, Wardens, Leader in Charge
<u>Rubbish</u> Disease or vermin.	Leaders, Visitors, YP, Wardens	Remove all rubbish from premises on departure. Store food in proper containers or remove altogether where possible.	Campsite Manager, Wardens, Leader in Charge
<u>Camping equipment</u> Rot or mildew. Lifting heavy kit. Storing at height.	Wardens	Put kit away dry and keep store dry and aired. Break the task down into manageable amounts. Work together. Use trollies provided to help move kit. Don't expect young people to lift things that are too heavy (even if they're keen to help). Put heavy things low down and light things up high. Check ladders and steps are safe before you use them and work in pairs.	Campsite Manager, Wardens

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Cooking			
<u>Sharp objects</u> Cuts.	Leaders, Visitors, YP, Wardens	Reduce use of breakable glass. Control access to sharp knives. Dispose of broken glass carefully (wrap it to protect sharp edges).	Campsite Manager, Wardens, Leader in Charge
<u>Food and Drink</u> Food poisoning. Vermin. Slipping on spills.	Leaders, Visitors, YP, Wardens	Refer to factsheet on Food Safety FS320003. Avoid leaving food on premises. Clean up spills promptly. Make sure appropriate cleaning equipment is available.	Campsite Manager, Wardens, Leader in Charge
<u>Hot Surfaces</u> Burns and scalds.	Leaders, Visitors, YP, Wardens	Ensure users are competent.	Campsite Manager, Wardens, Leader in Charge
Toilets and washrooms			
<u>Bacteria</u> Disease. <u>Legionella</u>	Leaders, Visitors, YP, Wardens	Regularly inspect and clean facilities according to rota and checklist. Make sure there's a good supply of toilet paper, soap, and towels or hand drying facilities. Check and run hot water systems; de-scale and disinfect showerheads; arrange periodic checks by a competent person, all according to the PPM schedule.	Campsite Manager, Wardens, Leader in Charge
<u>Cleaning materials</u> Fumes, chemical burns.	Leaders, Visitors, YP, Wardens	Ensure users are competent. Read labels carefully. Have secure, appropriate storage for all chemicals. Don't mix bleach with other cleaning materials.	Campsite Manager
Surrounding land			
<u>Traffic on site</u> Cars and pedestrians.	Leaders, Visitors,	Vehicles should not go past the car park perimeter unless agreed by Wardens. Vehicles should not drive onto sites. All vehicles must stay below the 5 mph speed limit.	Campsite Manager, Wardens, Leader in Charge, Drivers

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	YP, Wardens	Ensure good signage to make drivers aware of the hazards and tell them to slow down.	
<u>Grass, rubbish, uneven ground</u> Risk of fire, trips and cuts.	Leaders, Visitors, YP, Wardens	Cut back undergrowth regularly. Use appropriate PPE if using strimmers. Clear rubbish. Assess the area before running an activity.	Campsite Manager, Wardens
<u>Trees and bushes</u> Rotten or dangerous branches.	Leaders, Visitors, YP, Wardens	Assess the trees on site according to the forestry plan, especially in high-risk areas that people use regularly. Arrange for appropriately qualified person to remove rotten or dangerous branches.	Campsite Manager, Wardens, Leader in Charge, Drivers
<u>Fire</u> Risk of spread, burns	Leaders, Visitors, YP, Wardens	Fires should be made on concrete bases or alter fires and should never be on bare ground. Ensure fires are properly managed and/or supervised.	Campsite Manager, Wardens, Leader in Charge
Building construction			
<u>Windows</u> Broken glass, forced entry.	Leaders, Visitors, YP, Wardens	Ensure metal window shutters are closed and locked when not in use, to reduce risk of windows breaking because of vandalism or games. Control activities in the vicinity (e.g. don't use heavy balls).	Campsite Manager, Wardens, Leader in Charge
<u>Blocked drainpipes and gutters</u> Slippery ground (worse if frozen).	Leaders, Visitors, YP, Wardens	Inspect and clean out, according to the PPM schedule.	Campsite Manager
<u>Unauthorised Access</u> Damage, loss of facilities.	Leaders, Visitors, YP, Wardens	Use security lighting and secure fencing. Inspect regularly, according to the PPM schedule.	Campsite Manager

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Other			
<u>Insufficient First Aid cover</u> More serious outcomes	Injured Persons	Inform all groups on site that they are responsible for their own first aid and must have all appropriate first aid equipment and qualifications.	Campsite Manager, Leader in Charge
<u>Parking</u> Risk of accidents involving vehivles and pedestrians	Leaders, Visitors, YP, Wardens	Please see separate risk assessment for the car park.	Leaders, Drivers