

Risk Assessment Record Sheet:

Activity/situation:	On-site Orienteering
Qualification of staff:	On-site assessed
Qualification of assistant:	Competent adult (if applicable)

ORIENTEERING

General Associated Hazards:	Associated Risks:	Who is at Risk:	Existing Control Measures:	Responsibility:
Clients health unsuitable for activity	Asthma attacks, heart attacks, epilepsy etc.	All group members	Health check for participants	Group leader, Activity Instructor and participants
Clients ability unsuitable for activity	Injuries or pulled muscles	All group members	Assess groups ability and adjust session accordingly	Group leader, Activity Instructor and participants
Clients Behaviour unsuitable for activity	Injuries	All group members	See Health and Safety Policy - Client Behaviour	Group leader, Activity Instructor and participants
Injury to clients	Various, including, breaks, sprains, cuts, bruises etc.	All group members	See Health and Safety Policy – On-site Emergency Procedures See Instructor File – Session and Procedure Standards in-house training	Health and Safety Manager, Senior Instructor and Activity Instructor

Specific Associated Hazards:	Associated Risks:	Who is at Risk:	Existing Control Measures:	Responsibility:
Uneven ground	Injury from trip or fall	All group members	If under 14 a minimum of 3 per group, if over 14 group numbers at instructor's discretion. Ensure associated dangers are mentioned and clearly explain the procedure other clients should take if somebody in their group is injured.	Group leader, Activity Instructor and participants
Getting lost	Panic leading to disorientation	All group members	Explain the getting lost procedure, instructor to assess group competency and act accordingly.	Group leader, Activity Instructor and participants
Water hazards/ steep edges	Drowning / fatality	All group members	Signs and roped areas next to the lake, instructor to mention in safety talk the inherent dangers	Group leader, Activity Instructor and participants
Weather	High winds, Lightening, hypothermia, heatstroke etc.	All group members	Prior weather conditions noted and relative action taken, encourage sensible clothing to be worn too	Group leader, Activity Instructor and participants
Medical problems	Asthma, epilepsy, heart problems	All group members	Ensure all clients are carrying suitable medication and inhalers at all times, check clients medical forms for suitability to take part	Group leader, Activity Instructor and participants
Vehicles	Impacts / collisions	All group members	Mention inherent dangers in safety talk, point out areas of potential traffic on map.	Group leader, Activity Instructor and participants
Animals	Bites, Attacks	All group members	Mentioned in safety talk and clients advised to stay away from away.	Group leader, Activity Instructor and participants
Farm machinery / out of bounds areas	Risk of injury	All group members	Mentioned in safety talk and clients advised to stay away from out of bounds areas marked on map.	Group leader, Activity Instructor and participants

Date of Risk Assessment: 07/01/14**Name:** Barry Roberts