

Risk assessment

Name of activity, event, and location	Wike Campsite North Leeds Scout District Backstone Gill Lane Leeds LS17 9JS	Date of risk assessment	October 2022	Name of person doing this risk assessment	Wike Steering Group
		Date of next review	December 2023		

What hazard have you identified? What are the risks from it?	Who is at risk?	How are the risks already controlled? What extra controls are needed?	What has changed that needs to be thought about and controlled?
Harm or injury from vehicle movements	All	Vehicle movements are restricted to the two main car parks on site and the drive to the wardens hut/main hut. Lawnmower is not used on camping sites which are occupied. Access to camping areas by any other vehicle is limited and must be agreed by warden on site.	
Harm or injury from fires	All	Fires on site are restricted to altar fires off the ground except on the fire shelf, campfire circle, fire circles in bottom field and wilderness area. Fires to be supervised and kept to an appropriate size. Fire bucket to be filled with water and kept in the vicinity of the fire.	
Harm or injury from wood pile.	All	All users are discouraged from climbing on the wood pile due to the adhoc way wood has been added to it and the issues of nails protruding from wood.	
Risk of injury from slips, trips and falls	All	All users of the site to be aware of uneven surfaces and that paved areas can be slippery when wet. Running in these areas is to be discouraged.	
Risk of drowning in stream	All	Stream is typically ankle deep year round though severe wet weather can increase flow and depth. Activities to be held in the stream must be assessed by activity leader and monitored	
Harm or injury from falling trees/branches	All	Trees on site to be checked regularly for fallen/damaged/diseased limbs and removed where necessary. Tree survey to be carried out regularly.	
Fire/Buildings	All	Fire assessments to be carried out for all buildings and relevant actions taken. Fire evacuation to be completed annually and results recorded. Smoke/heat and carbon monoxide alarms are tested regularly and results recorded.	
Harm or injury from insects or rodents	All	Management to monitor for swarms/nests/signs of infestation and take appropriate action. Removal of all waste is mandated.	
Harm or injury from electrical equipment/installations	All	All hardwired electrics are certified and regularly inspected. Portable items are PAT tested periodically.	

You can find more information in the [Safety checklist for leaders](#) and at scouts.org.uk/safety

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Harm or injury from Legionaires disease	All	Users are advised to run showers and taps for 10-15 seconds when site has not been in use.	
Overhead power lines	All	Signage in areas where power lines cross the site. Usage of tent poles and kites should be kept clear of these areas	
Harm or injury working from height	All	Working at height to be kept to a minimum and ladders used appropriately. No working at height activities to be carried out alone	
Lone working	All	Each activity to be assessed according to relevant risk and need. Anyone lone working should have a home contact who would expect contact at prearranged times and have the knowledge of who to contact should it be necessary.	
Unauthorised visitors to site	All	Gates to be shut and locked when no one is on site. If site is occupied then the gates can be left open but padlock should be locked. Gates should be shut but not padlocked during the night. CCTV Is in place to monitor the main gate and buildings on site.	
Access to site	All	Main gates are locked using a combination padlock. Combination has not been changed for many years as local tradesmen access the site to put wood on woodpile. This is reviewed annually and decision made whether to continue.	
Climbing frame	All	Usage of the climbing frame is at the discretion of the activity leader and must be supervised by a responsible adult.	
Archery	All	This is undertaken in pitch E shooting towards pitch K in which case both fields are cordoned off and other users on site are warned to stay away. Can also be undertaken in the bottom field and again access would be controlled. Safety of the range is the responsibility of the instructor	
Shooting	All	This is undertaken in the bottom field and access is controlled. Safety of the range is the responsibility of the instructor	
Excessive dry weather	All	In the event of excessive dry weather it may be necessary to enforce a no fire lighting rule.	

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