

<b>Assessment Date</b>	15/10/2019	<b>Review Date</b> (To be within 24 Months)	October 2021
<b>Work Area</b>	Group Games		
<b>Reason for Assessment (Tick appropriate boxes)</b>			
Initial Assessment	<input checked="" type="checkbox"/>	Periodic Review	<input type="checkbox"/>
Change of Work Process	<input type="checkbox"/>	Change of Personnel	<input type="checkbox"/>
Relocation	<input type="checkbox"/>	After an Accident / Incident	<input type="checkbox"/>
		Change of Equipment	<input type="checkbox"/>
		Abnormal Activity	<input type="checkbox"/>
		Other	<input type="checkbox"/>
<b>Brief Description of Assessment:</b>			
Games that involve a small number of people, usually children, as part of an outdoor learning activity			
<b>Assessor(s):</b>			
Sarah Griffiths – Outdoor Learning and Interpretation Manager			

**Hazard** = Something with the potential to cause harm.

**Risk** = The likelihood of a hazard causing harm & its associated severity.

**'Concentrate on the significant, ignore the trivial'**

## Part 1 – Hazard Identification

1. General Description of the Work Area	Associated Hazards
Can take place in any parks within Milton Keynes, all with public access Habitats include grassland, woodland and meadow areas.	Trees/branches affected by weather conditions, e.g. high winds, lightning strikes.  Slips/trips/falls.  Interaction/aggressive behaviour from other members of the public including, horse riders, dog walkers.
2. Plant, Equipment and Vehicles in or adjacent to the work area	Associated Hazards
Different games require different equipment but can include: <ul style="list-style-type: none"> <li>• Blind folds</li> <li>• Bean bags</li> <li>• Ropes</li> <li>• Blocks/planks of wood</li> <li>• Clean litter ( litter picking game)</li> <li>• Water tank &amp; toys etc ( Water safety game)</li> </ul>	Slips/trips/falls.  Injury from mis-use of equipment

<b>3. METHOD STATEMENT</b> <b>Description of the task / process to be carried out (step-by-step tasks). This section should describe exactly how the work will be done and by whom</b>	<b>Associated Hazards</b>
<p>Safety briefing to be given at start of session by TPT staff</p> <p>Demonstration of game by TPT staff, along with explanation of how to play safely.</p> <p>Site of game chosen by TPT staff to be away from any hazards such as water, sharp drops.</p> <p>TPT staff to monitor the game and ensure participants remain safe whilst playing.</p>	<p>Slips/trips/falls.</p> <p>Injury from mis-use of equipment</p>

Assessors Signature(s) \_\_\_\_\_

ALL Those involved in making the Risk Assessment to sign

## Part 2 - Detailed Assessment of Risks

<b>Hazard.</b> <b>Potential harm and how caused</b> (List all hazards identified in part 1)	<b>Persons likely to be affected</b>	<b>Existing Control Measures.</b> (Describe all existing measures taken to reduce risk)	<b>Risk Rating.</b> <b>S x L</b> (See Table 1) <i>[eg 3 x 1 = 3 Low]</i>	<b>Action required to reduce / control risk.</b> (Further improvements that could be made to the control measures. To be agreed with relevant manager & H&S Advisor)	<b>Corrective Action Number</b> (If further control measures required)	<b>Residual Risk Rating</b> (After further actions)
Incorrect use of equipment causing injury	Participants TPT staff & volunteers Members of the public	Safety briefing at start of session, showing correct use of equipment. TPT staff supervise session	1x2=2			
Adverse weather conditions (Extremes of temperature, winds exceeding 25 mph, lightning strikes)	Participants TPT staff & volunteers	Weather forecast monitored. Participants advised to dress appropriately for the weather and site being visited. Water and hats advised in hot weather. Staff to use common sense to judge weather, taking into account weather warnings and beaufort scale for winds. Session curtailed or cancelled in very heavy rain, strong winds or very high temperatures.	1x3=3	If session in woods, or trees are overhanging area, beaufort scale of 7 or over would usually require cancellation/change of site/activity as appropriate. Staff to take anemometer with them on windy days to check local wind speed.		
Slips, trips and falls from the uneven ground.	Participants TPT staff & volunteers	Everyone always reminded to wear practical clothing and footwear.	1x3=3			
Contact with other parks users including dog walkers, horse riders	Participants TPT staff & volunteers	Participants reminded that when in public parks they are not the only park users and to be respectful to members of the public. Report any antisocial/dangerous behavior of other park users to the police.	1x2=2			
Behaviour of attendees	Participants. TPT Staff and Volunteers	Leader of attending group informed that behaviour is their responsibility on site at time of booking. This to be re-iterated to the leader at the during the session if required. Clear rules and expectations given to the group at start of session. PT staff to	2x2=4			

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		intervene in times of emergency/potential danger				
Illness/ medical problems of attendees (for sessions where there is a group leader/Parents/Guardian Present)	Participants	Leader of attending group/Parent/Accompanying Adult informed that medical aid is their responsibility on site at time of booking. This to be re-iterated to the group leader/Parent/Accompanying Adult at the beginning of the session. PT staff to intervene in times of emergency/potential danger	2x2=4			
Illness/ medical problems of attendees (for sessions where PT staff is loci parentis) e.g. JPR, Youth Rangers and Youth Explorers	Participants	Medical data to be taken at point of booking and parents/guardians' responsibility for letting PT staff of changes. Self-medication is stated as process on booking form PT staff to intervene in times of emergency/potential danger	2x2=4			

## Part 2 - Detailed Assessment of Risks

### Table 1. Risk Rating

Risk rating = Severity x Likelihood

Risk Assessment		Severity (S) [Severity] & [Extent]		
		Slightly Harmful [Minor injury / illness, first aid treatment, minor equipment damage] [Affecting only one person] (1)	Harmful [Serious injury / illness, hospitalisation, equipment damage] (2)	Extremely Harmful [Fatality, loss of limb, permanent disability, equipment destroyed] [Several persons affected] (3)
Likelihood (L) [Exposure to Hazard] [Occurrence of Hazard] [Possibility of Avoidance]	Very Unlikely (1) [Minimal interaction] [Remote possibility] [Easily avoidable]	Low (1)	Low (2)	Low (3)
	Unlikely (2) [Much interaction] [More likely] [Some possibility to avoid]	Low (2)	Medium (4)	Medium (6)
	Likely (3) [Intensive interaction] [Quite likely] [Little possibility of avoidance]	Low (3)	Medium (6)	High (9)

1 – 3 Tolerable Risk  
 4 – 6 Moderate Risk  
 9 High Risk – Intolerable

Monitor regularly to ensure that the risk does not grow.  
 Potentially serious. Long term issues anticipated. Plan ahead.  
**ACT NOW.**



