

Activity Risk Assessment



Activity:	Outdoor Activities – Ranger-led visit: Sherwood Bushcraft
Location:	Sherwood Pines Forest Park
Employees covered by risk assessment:	Learning Rangers, Community Rangers, Shadow Rangers, Volunteers
Members of public covered by risk assessment:	Children, Young People, Adult participants, Group Leaders, Teachers, Adult staff & helpers

Hazard	Location	Persons exposed	Risk level	Control Measures	Implementation / Monitoring
Separation from group	Forest environment	All	Low - Medium	<p>Session intro talk to clearly state areas of the forest to be used / explored.</p> <p>Rangers and group leaders to ensure group remain together when walking to site.</p> <p>First-aid and accident reporting procedure in place; rangers carry mobile phones / radios</p> <p>Groups to follow FC / LEA guidance of pupil / leader ratio.</p> <p>Group leaders responsible for any participant who removes themselves from activities</p>	<p>Participants told to remain where they are if separated and wait to be recovered.</p> <p>Ranger and visiting staff in charge to do regular head counts to ensure the group are together</p>
Fire	During session	All	Medium	<p>Safe fire lighting technique to be explained / demonstrated – see fire guidelines.</p> <p>Fire to be contained in fire pit / Kelly kettle / cob oven / Swedish candle</p> <p>Sand bucket, water, fire blanket and burns kit to be available at all times</p> <p>Rangers to ensure participants tuck in or tie back loose hair / scarves / loose clothing. Hair bands available for use.</p> <p>Participants to be supervised by ranger / group leader</p> <p>Fire to be fully extinguished before group leaves</p>	<p>Staff vigilance during session</p> <p>Monitor weather conditions – curtail if forest is extremely dry and windy.</p> <p>Periodic observation by line manager</p>
Injury from equipment - Use of Kelly kettle	During session	All	Medium	<p>Safe fire lighting technique to be explained / demonstrated.</p> <p>Safe lifting technique demonstrated i.e. keep handles at right angle to kettle to avoid burning hand</p> <p>Do not look closely into kettle</p> <p>Ensure bung is NOT in whilst boiling</p> <p>Be aware of boiling water spitting – position spout on opposite side to ventilation hole in base and facing away from people</p> <p>Beware of steam and spillages when pouring – place cups on surface to fill – do not hold cup whilst filling.</p>	<p>Staff vigilance during session</p> <p>Periodic observation by line manager</p>

Hazard	Location	Persons exposed	Risk level	Control Measures	Implementation / Monitoring
Use of hand tools	During session	All	Medium	<p>Safety talk to state tools must be used with extreme care, or will be removed and the activity stopped.</p> <p>Correct tool use to be demonstrated by ranger - ensure firm footing, no gloves to be worn with swinging tools, two tools length working distance.</p> <p>Replace blade covering and return tools to tool box when not in use.</p> <p>Tools to be counted in and out</p>	<p>Staff vigilance during session</p> <p>Tools removed if group behaviour is not appropriate</p> <p>Periodic observation by line manager</p>
Injury from collapsing shelter	During session	All	Medium	<p>Correct shelter building and dismantling technique to be explained and demonstrated:</p> <ul style="list-style-type: none"> • Ridge poles shoulder height or lower • No flat rooves • Dismantle with care, don't push from inside, don't throw material, take ridge pole down last 	<p>Ranger vigilance during session</p>
Use of knives	During session	All	Medium	<p>Knives to be used whilst seated.</p> <p>Safety talk to state tools must be used with extreme care, or will be removed and the activity stopped.</p> <p>Sit safe working distance apart.</p> <p>Demonstrate correct knife use position – taking care of femoral artery, hand holding wood always behind blade.</p> <p>Do not walk around with un-sheathed knife.</p> <p>Knives to be stored in a locked tin when not in use.</p> <p>Knives to be transported to site in locked tin and stored away from public access.</p> <p>Knives to be counted in and out</p>	<p>Staff vigilance during session</p> <p>Tools removed if group behaviour is not appropriate</p> <p>First aid kit available</p> <p>Periodic observation by line manager</p>
Falling trees and flying wood, Kickback from heel of felled trees	During session	All	Medium	<p>Safety talk to clearly state good working practice, especially regarding safe working distances.</p> <p>Participants made aware of safe and dangerous zones for fellers and risk of kick back.</p> <p>Wear hard hats when felling trees over 4" diameter at breast height. Inform all of danger from deadwood in the canopy loosened by falling tree.</p> <p>Only fell trees small enough to fell with hand tools.</p> <p>Curtail work in high winds.</p>	<p>Staff vigilance during session</p> <p>Periodic observation by line manager</p>
Manual Handling	During session	All	Medium	<p>Instruct and monitor safe manual handling techniques, using legs and arms, not back, to lift, pull or push. Gloves to be worn where material is sharp / abrasive.</p> <p>To include dragging branches rather than carrying on shoulder – ranger to demonstrate technique</p>	<p>Staff vigilance during session</p> <p>Periodic observation by line manager</p>

Hazard	Location	Persons exposed	Risk level	Control Measures	Implementation / Monitoring
Eye pokes from branches and pine needles	During session	All	Low	Ranger to clearly state risk Care to be taken by all group members Goggles to be worn if working in dense area	Staff vigilance during session Periodic observation by line manager
Picking bramble / bracken – cut fingers	During session	Group participants	Low	Clearly state risks of picking certain plants. Provide gloves for use during the session. Gloves must be worn when picking bracken.	Staff vigilance during session Periodic observation by line manager
Slips, trips and debris hazards.	During session	All	Low - Medium	Warn group before shelter building activity of uneven ground and branches at eye level.	Staff vigilance during session. Periodic observation by line manager
Illness from poor hygiene	During session	All	Medium	Hand washing facilities provided at toilets and in kitchen area. Groups warned of risks.	Staff vigilance during session Periodic observation by line manager

Assessment by

Signed

Date

Approved by

Signed

Date