

Covid-19 Risk Assessment: Reopening Walter Davies Scouting Camp

Name of Section or Activity	Walter Davies Scout Camp	Date of risk assessment	23 rd August 2020	Name of who undertook this risk assessment	Diogene De Souza with Pete Balls and Ben Pearson	COVID-19 readiness level transition	Amber
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Hazard Identified? / 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?
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Hazard – something that may cause harm or damage. Risk – the chance of it happening.	Young people, Leaders, Visitors?	Controls – Ways of making the activity safer by removing or reducing the risk from it. For example - you might use a different piece of equipment or you might change the way the activity is carried out.	Keep checking throughout the activity in case you need to change it...or even stop it! This is a great place to add comments which will be used as part of the review.
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We will be running Multi-Activity Sessions for District users. They will be able to book 12 YP spaces in a session. During their booking they will rotate around activities including archery, rifle shooting, zip line, crate stacking, challenge course and bouldering. The site will also be available for District sections to use for their normal section meetings in line with current guidance. We will also be allowing external users (schools, DofE Groups, etc) to book the campsite for day use.

Maintaining social distance at drop off and pick up: higher risk of infection spread if social distancing not maintained.	Warden, Visitors.	<p>Detailed information provided to Group Leaders in advance by email of the arrival and check in process.</p> <p>Party leaders will be asked to ensure all members of the group arrive as close to the start of their booking as possible, and leave immediately after.</p> <p>Sign located at gate to remind everyone to keep distance</p> <p>Drop off and Pick up from designated point to avoid additional people coming on to site.</p> <p>Group Sizes and group make up to be limited to what is permitted by Government and Scouts</p> <p>Marketing Material will be clear in the requirements to follow social distancing and ensure make up of groups meets government rules</p> <p>Overflow parking to be used for group leaders and those remaining on site, main parking lot to be used for pick up and drop off</p>	
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Additional information can be found in the [Safety Checklist for Leaders and other information at scouts.org.uk/safety](https://scouts.org.uk/safety)

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Hygiene of people: higher risk of infection spread if proper hand washing not carried out.	Warden, Visitors.	<p>Everyone arriving on site to use hand sanitiser –</p> <p>Hand sanitiser stations to be located at: Each toilet All building entrances Activity Entrances</p> <p>Signage in Toilets to remind people to wash hands with soap and water for more than 20 seconds</p>	
General Site Hygiene	Warden, Visitors.	<p>Where security and safety allow, doors to be held open to reduce contact with door handles etc</p> <p>More frequent cleaning regime to ensure that hygiene is maintained.</p>	
Hygiene of toilets: higher risk of infection spread if hygiene not carried out.	Warden, Visitors.	<p>Toilets to be cleaned at the end of each day. Additional care to be taken to clean and disinfect surfaces such as taps, soap dispensers etc.</p> <p>When the site is in use surfaces likely to be touched to be sprayed with virucide cleaner from garden spray twice a day, or more when the site is busy. This will include taps, soap dispensers, sinks, cubicle locks etc.</p> <p>Maximum occupancy signs (2 people) to be posted on doors of toilet block. Where possible doors to be wedged open to minimise contact with doors and to permit people entering and exiting to check for occupancy level.</p> <p>Reduction in the number of Sinks and urinals to allow 2m between users. Sinks and urinals which are not in use will be marked as out of use with suitable masking or blocking to ensure this is adhered to.</p> <p>Appropriate PPE must be used by those cleaning.</p> <p>Cleaning to be recorded on log sheets and inspected by the duty manager at the start of each day to ensure the facility is ready for use</p>	

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General Site Social Distancing	Warden, Visitors.	<p>Signage to remind Visitors that social distancing must be followed on site. Front gate, activity stations and toilet blocks.</p> <p>Marketing materials must reflect the need to maintain social distancing.</p> <p>Encouragement of the use of face coverings where possible, in line with government guidance.</p> <p>Maximum of two groups on site, separated by use of different fields - group leaders to be informed and must instruct their groups accordingly. Adults will be responsible for reminding YP for need for social distancing.</p>	
First Aid	Warden, Visitors.	<p>Where possible first aid should be provided by the party/group leader.</p> <p>All first aid given must be recorded in the normal way. Current covid guidance regarding first aid must be followed. However additional notes should be taken to ensure a record is made of all people involved in treating the injured or sick person.</p>	
Covid-19 Symptoms	Warden, Visitors.	<p>Visitors must not attend if displaying symptoms or self-isolating.</p> <p>Any person who displays Covid 19 Symptoms must be isolated immediately.</p> <p>Person will be required to leave the site as soon as it is possible for them to do so.</p> <p>Any facility used to isolate a symptomatic person must be deep cleaned as soon as possible, with appropriate PPE used during the cleaning process.</p> <p>A careful record must be created of all people on site who have been in contact with this person, which must be provided to NHS Test and Trace on their request.</p>	Group Leaders are responsible for maintaining list of their participants.
GDPR/Privacy	Warden, Visitors.	<p>Group Leaders must be requested to keep a list of all the members of their group.</p> <p>Booking Forms to be updated to advise we will provide group leaders details to</p>	

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		NHS Test and Trace if we are requested to.	
Payments	Warden, Visitors.	Payments by bank transfer. Marketing info to make this clear to Visitors.	
Showers/Kitchen/Lair	Warden, Visitors.	No guest showers will be available. Kitchen in Murphy's Mansion will be available for instructors' refreshments; Mansions cannot be sprayed so users will hand sanitise prior to entering the building and kitchen surfaces will be wiped down with anti bac spray at the end of each day. Cleaning will be recorded on log sheets. The Lair is not available for use.	
Site Security	Warden, Visitors.	Steps to ensure people walking along the footpath do not undermine systems in place for COVID-19 security onsite. Signage at the Public footpath to reinforce the COVID-19 procedures in place at the site which ask people not to enter the property	
Activity: Rifle Range and Archery Range	Warden, Visitors.	Participants will be asked to use hand sanitiser between each turn. All equipment to be wiped down between each use. Googles will be dumped in bucket of Milton between use following Milton's own guidance of 2 capfuls (60 mL) in 1L of cold water and leaving for 15minutes; they will be air dried where possible or dried with blue roll. One-way system in place to enter/exit the range with barriers to facilitate this as necessary Only three persons to engage in the activity at any time to maintain social distancing - targets and markings to be reconfigured as necessary. Social distancing to be maintained including between range instructor and users - face coverings (visors and mask) to be worn by the instructors due to close proximity. YP of Scout age and over will be asked to wear a mask (this will be	

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		explained in booking literature). Instructors will be encouraged to use verbal instructions where possible so that SD can be maintained.	
Activity: Crate Stacking and Zipline	Warden, Visitors.	<p>Harnesses are single use and must not be transferred between users without appropriate cleaning. One user may use the same harness for both activities.</p> <p>Harnesses to be washed and dried between uses, in line with manufacturer instructions. Harnesses will only be used once in a 48-hour period to allow for washing. Helmets will be wiped between each use.</p> <p>Face coverings (visors and mask) to be worn by the instructors due to close proximity - to attach/detach harnesses etc.</p> <p>Only one person may crate stack at any one time, rather than the normal two. Participants must hand sanitize between turns.</p>	Participant to go straight from crate stacking to zip wire.
Activity: Bouldering	Warden, Visitors.	All users to wash/sanitise hands before and after use of the course	
Activity: Challenge Course	Warden, Visitors.	<p>All users to wash/sanitise hands before and after use of the course</p> <p>Appropriate social distancing to be maintained on the course - one person at a time per obstacle</p> <p>User instructed to avoid touching face/nose/mouth/eyes while on the course</p>	
<p>Review: This risk assessment is for a section to move from one COVID Readiness alert level to the next, an additional risk assessment should be produced for each move proposed.</p>			

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Checked by Line Manager	Ben Pearson DC 24 th August 2020	Checked by Executive	Jonathan Barlett and Heather Jones District Chair and DC 25 th August 2020
Approved by Commissioner	Name, Role / level Date	Approved by Executive	Name, Role / level Date
Notification of level change	Date and by who		

We take personal data privacy seriously. The data in this form is used to assess the suitability for the return to face to face Scouting based on the controls put in place. The personal data in this form is used to identify the individuals who have completed and approved the risk assessment. This includes the individual who undertook the assessment, the line manager, Executive members and County Commissioner, who will all have access to this data. Scouts headquarters will retain this data for 3 years after the Covid-19 readiness level goes to 'Green' and does not return to 'Amber' or 'Red' to act as evidence of the assessment taking place. For further details on the Scouts data processing stance please visit our Data Protection Policy here. <https://scouts.org.uk/DPPolicy>.

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