

COVID-19 restarting face-to-face Scouts risk assessment

Name of section or activity	1 st Harefield Scout Group	Date of risk assessment	6/3/2021	Name of who undertook this risk assessment	Nikita Swatton	COVID-19 readiness level transition	Red to 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?
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 or even stop it. This is a great place to add comments which will be used as part of the review.
Maintaining social distance at drop off and pick up: higher risk of infection spread if social distancing not maintained.	YP, Parents, Leaders and visitors	Controls include: <ul style="list-style-type: none"> • clear expectations with all involved which are outlined in the Drop off and Pick up procedure which will be issued to all parents / carers and volunteers in the Getting back Together document. • 'Soft' drop off and pick up times in operation 5 mins before to 5 mins after start and finish times. • YP to enter through the front gate and use the outside hand washing facilities before entering the Scout Hut garden • Pick up to use the same gate with YP washing hands before leaving in outside sink. 	
Maintaining social distance during meeting: higher risk of infection spread if social distancing not maintained.	YP and Leaders	Controls include: <ul style="list-style-type: none"> • Group size limited to 15 young people and 5 leaders, utilising the outdoor space within the grounds of the scout hut and immediate surrounding area to allow social distancing. • maintain and mark clear space between groups, • plan how groups will be managed for each activity. • Remind YP at the start of each session social distancing expectations and ensure programme allows for social distancing. 	
Hygiene of people: higher risk of infection spread if proper hand washing not carried out.		Controls include: <ul style="list-style-type: none"> • clear expectations with all involved, 	

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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		<ul style="list-style-type: none"> provide both hand sanitiser and hand washing for members on arrival, departure and during as required. Ensuring that adequate time is made available within the programme to allow members to wash hands. 	
Hygiene of toilets: higher risk of infection spread if hygiene not carried out.	YP, Members and Leaders	<p>Controls include:</p> <ul style="list-style-type: none"> toilet facilities cleaned before and after sessions, adhere to maximum room occupancy. cleaning equipment available to leaders with safe storage, deep cleaning of the facility on a regular basis. Finish session 15 minutes earlier to allow time for Leaders to clean any facilities used. Leaders to wear appropriate PPE during cleaning. 	
Hygiene of activity equipment: higher risk of infection spread if hygiene not carried out.	YP, Leaders,	<p>Controls include:</p> <ul style="list-style-type: none"> cleaning of activity equipment before and after group use, assigning specific items to individuals for the evening, limiting volume of equipment used including consumables such as paper. 	
Use of outdoor spaces: uneven ground, access to space less controlled, cannot be cleaned.	YP, Leaders,	<p>Controls include:</p> <ul style="list-style-type: none"> choice of location appropriate to activity, briefing to leaders and young people on boundaries, checks on the location ahead of use by leaders, hand washing for all participants. 	
Airborne Covid particles; risk of infection spread if airborne covid particles are ingested.	Leaders, YP	<p>Controls include:</p> <ul style="list-style-type: none"> Any members over the age of 11 wear face coverings during sessions Hold meetings outside in open spaces Maintain social distancing throughout sessions 	

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Giving First Aid during the pandemic may put first aiders at risk of covid infection	Leaders / First Aiders	<p>Controls include:</p> <ul style="list-style-type: none"> • Ensure appropriate PPE is available in the First Aid Kit • Ensure Leaders are comfortable with giving first aid including CPR during pandemic before reopening • Ensure leaders are reminded of Purple what to do in an emergency card and are in receipt of a copy. • Depending on age and injury, it may be possible for Member to self treat under the instruction of a First Aider. • Ensure all parent contact details are up to date and regularly checked. 	
Individual becoming ill during the session and displaying COVID symptoms	All	<p>Controls include:</p> <ul style="list-style-type: none"> • Ensure all parent contact details are up to date and readily available to leaders using OSM App. • Ensure all Leaders know what to do if someone displays symptoms during a session including ensuring individual is appropriately socially distanced from others as far as reasonably practical. • Ensure all Parents / Carers are aware of not sending YP to sessions if they are displaying any symptoms. (To be communicated in parent restart letter) 	

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Members spreading Covid in the wider population after coming into contact at Scouts	All	Controls include: <ul style="list-style-type: none"> • Ensure all member details are up to date, including home address and postcode, telephone number • Ensure all attendess are registered using the OSM App at the start of each session to ensure accurate records are available in the event of track and trace contact. • Use QR code registration at gate for check in and check out for track and trace. Provide information prior to first session to parents on requirements to check in and out. 	
Members and Leaders entering the building to access facilities (ie. Toilets).	All	Controls include: <ul style="list-style-type: none"> • Access to toilet facilities to be supervised. • Route through hall to toilets to be clearly identified. • Maximum 1 out, one in at any time. • Strictly Leaders only in the kitchen (maximum 1 person). 	
Review: <i>this risk assessment is for a section to move from one COVID-19 readiness level to the next. An additional risk assessment should be produced for each move proposed.</i>			

Checked by GSL	Name: Peter Swatton Role and level: GSL Date: 8/3/2021	Checked by Group Executive	Name: E Swatton Role and level: Secretary Date: 8/3/2021
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Approved by approver	Name: Stephen Leighs Role and level: DC Date: 01/04/2021
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We take personal data privacy seriously. The data in this form is used to assess the suitability for the return to face-to-face Scouts 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 UKHQ will retain this data for three 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: scouts.org.uk/DPPolicy