

## Risk Assessment for Orienteering

Risk assessments are concerned with identifying the hazards (i.e. things which might go wrong or cause an accident/injury), evaluating the likelihood of a particular event occurring (i.e. level of risk) and putting measures in place needed to reduce or eliminate the risk.



|   |  |   |                                    |
|---|--|---|------------------------------------|
| <b>Name of Club / satellite club name / after school club</b> |  | Humberside and Lincolnshire Orienteers                                |                                    |
| <b>Name of person completing this form</b>                    | Neil Harvatt   | <b>Position of person completing this form (coach, organiser etc)</b> | Organiser                          |
| <b>Venue for session / event / activity</b>                   | Beverley Westwood  | <b>Date for session / event / activity</b>                            | Saturday, 9 <sup>th</sup> May 2015 |
| <b>Name of person in charge of session / event / activity</b> |  | Paul Simmons  |                                    |
| <b>Risk assessment signed</b>                                 |  | <b>Risk assessment dated</b>  | 9 <sup>th</sup> May 2015           |
| <b>Risk assessment checked by (name, position and date)</b>   | <b>Print name &amp; position (coach mentor, controller etc):</b> |   | N Harvatt                          |
|   | 9 <sup>th</sup> May 2015   |   |                                    |

### Emergency Information

|  |   |   |
|--|---|---|
| <b>Emergency access point (for emergency vehicles)</b> | <b>Post code / grid reference:</b><br>Grid Ref TA 023 396   | <b>Place from which signed:</b><br>Junction of Newbald and York Roads |
| <b>Nearest A&amp;E hospital:</b>                       | <b>Name and Post code:</b><br>Hull Royal Infirmary (Anlaby Road)<br>(HU3 2JZ) (01482-875875)                      | <b>Map available (where):</b><br>Registration Tent (NH's Green file)  |
| <b>Working telephone:</b>                              | <b>Landline or mobile:</b><br><b>If mobile (reception checked?)</b><br>Planner's mobile has reception on the site | <b>Number:</b><br><b>07800 784255 (NH mobile)</b>                     |
| <b>First Aid cover</b>                                 | <b>Name of first aider:</b><br>Neil Harvatt/Mary Carrick  | <b>Located where?</b><br>At Registration Tent                         |

**The Risk Assessment** (Beverley Westwood, Saturday May 9<sup>th</sup> 2015)

**It is essential that the mitigation column is completed in detail so that the control measures and who is responsible is fully understood in advance of the activity / session / event and that all staff / helpers are fully briefed.**

**NB: it is not sufficient only to put warnings in preliminary information as there is no way of being sure that all participants will have read them.**

| Hazard – note under these headings (see suggested examples to consider)  | Possible outcome / injury including note on severity and likelihood of occurrence   | Mitigation <ul style="list-style-type: none"> <li>• What control measure?</li> <li>• Who is responsible?</li> </ul>  |
|--|---|--|
| <p><b>In area to be used (indoor / outdoor):</b><br/>Outdoors</p> <p style="padding-left: 40px;">Slopes</p> <p style="padding-left: 40px;">Water</p> <p style="padding-left: 40px;">Wire / ruined fences</p> <p style="padding-left: 40px;">Uneven surfaces on the course</p> <p style="padding-left: 40px;">Undergrowth/tree branches</p> <p style="padding-left: 40px;">Slippery surfaces</p> <p style="padding-left: 40px;">Traffic</p> | <p>Medium risk – low/medium severity</p> <p>Low risk – low severity</p> <p>Low risk – low/medium severity</p> <p>Low risk – low/medium severity</p> <p>Low risk – low/medium severity</p> <p>Low risk – low/medium severity</p> <p>Low risk – high severity</p> | <p>Competitors aware of position of slopes - they are marked on the map with standard symbols. (Resp – Mapper NH)<br/>Only the technical course will run on the slopes, competitors not allowed to start this course unless wearing appropriate footwear.</p> <p>One potentially flooded area to the North East of map, courses that cross this area use a permanent bridge.</p> <p>All known ruined fences are marked on the map.</p> <p>Competitors aware – all events have uneven surfaces</p> <p>Competitors aware – all events in wooded areas have branches/undergrowth.</p> <p>Warnings to participants about slippery ground, especially in snowy conditions</p> <p>Only the longer courses to cross roads. Courses for unaccompanied children do not cross roads.</p> |
| <p><b>Participants</b><br/>Clothing/shoes/equipment<br/>Unexpected reactions/allergies<br/><br/>Competitors not returning</p>  | <p>Low risk - low severity<br/>Low risk - low severity<br/><br/>Low risk - high severity</p>  | <p>Competitors checked by Starter that they are correctly equipped.<br/>First Aid Kit at registration, phone ambulance if required.</p> <p>Register maintained of starters, search procedure implemented if required.</p>  |

|  |   |  |
|--|---|--|
| <p><b>Other people/activities in area</b></p> <p>Dog walkers</p> <p>Golfers</p> <p>Stranger Danger</p>                                   | <p>Low risk - low severity</p> <p>Low risk – high severity</p> <p>Low risk – high severity</p>      | <p>Competitors to be made aware.</p> <p>Position of fairways marked on map, competitors made aware<br/>Courses planned to cross fairways at right angles.</p> <p>Young inexperienced runners to be shadowed or accompanied.<br/>Advise not to talk to strangers unless wearing yellow BOF bib.</p> |
| <p><b>Weather</b></p> <p>Bad weather (wet/cold)</p> <p>Heat</p>  | <p>Medium risk - medium severity</p> <p>Low risk - medium severity</p>                              | <p>Check clothing is appropriate for weather. (Starter)<br/>Cancel event if conditions poor.</p> <p>Advise participants to be hydrated. (Organiser)</p> <p>Organiser (PS) to check weather forecast prior to event<br/>(As at 9 May, expected weather – showers ),</p>                             |
| <p><b>Equipment</b></p> <p>Computer equipment in tent</p> <p>Guy ropes on tent (trip hazard)</p> <p>Stakes (pointed to go in ground)</p> | <p>Low risk - low/medium severity</p> <p>Low Risk – Low severity</p> <p>Low Risk – Low severity</p> | <p>Cabling to be kept tidy, all connections to be secure.<br/>Red/white tape tied to ropes if likely to be trip hazard.<br/>Anyone carrying them to be advised to carry point down.</p>  |

## Examples of hazards with the potential to cause harm

**NB: this list is not exhaustive; nor will all these be present. It is given as an aid to the person completing the risk assessment.**

|  |  |  |
|--|--|--|
| <p><b>Area to be used: Indoors</b></p> <ul style="list-style-type: none"> <li>• Floor surface</li> <li>• Other equipment/obstacles</li> <li>• Shared use (dining room / other activities)</li> </ul>                             | <p><b>Area to be used: Outdoors</b></p> <ul style="list-style-type: none"> <li>• Uneven surfaces</li> <li>• Slopes/steps</li> <li>• Slippery surfaces</li> <li>• Tree roots/branches</li> <li>• Vegetation (prickly, stinging)</li> <li>• Wire / ruined fences</li> <li>• Walls to be climbed</li> <li>• Litter (glass, used needles)</li> <li>• Water (streams, rivers, ponds)</li> <li>• Cliffs / crags</li> <li>• Traffic (including road crossings)</li> <li>• Rail / tram lines</li> <li>• Mineshafts / caves</li> <li>• Military debris</li> </ul> | <p><b>Equipment:</b></p> <ul style="list-style-type: none"> <li>• Pencils in hand when running</li> <li>• Pin punches</li> <li>• Cane tops</li> <li>• Tent guys</li> <li>• Electrical equipment – cables</li> <li>• Generators</li> <li>• Cooking equipment</li> </ul> |
| <p><b>Participants:</b></p> <ul style="list-style-type: none"> <li>• Clothing / shoes</li> <li>• Existing medical conditions</li> <li>• Unexpected reactions/allergies</li> <li>• Disorientation</li> <li>• Tiredness</li> </ul> | <p><b>Other people / activities in area:</b></p> <ul style="list-style-type: none"> <li>• Walking dogs</li> <li>• Cyclists</li> <li>• Horse riders</li> <li>• Forestry operations</li> <li>• Park maintenance</li> <li>• Shooting / archery</li> <li>• Golf</li> <li>• Stranger danger</li> </ul>  | <p><b>Weather:</b></p> <ul style="list-style-type: none"> <li>• Cold / heat</li> <li>• Rain / snow / hail</li> <li>• Excessive wind</li> <li>• Lightning</li> </ul>  |