

19/09/2015 Havelock Academy

**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>	B Slater	<b>Position of person completing this form (coach, organiser etc)</b>	Organiser
<b>Venue for session / event / activity</b>	Havelock Academy, Grimsby	<b>Date for session / event / activity</b>	Saturday 19 <sup>th</sup> Sept 2015
<b>Name of person in charge of session / event / activity</b>		B Slater (Day organiser)	
<b>Risk assessment signed</b>	<i>B Slater</i>	<b>Risk assessment dated</b>	19/09/2015
<b>Risk assessment checked by (name, position and date)</b>	<b>Print name &amp; position (coach mentor, controller etc):</b> Controller Brian Slater		
	<b>Sign and date:</b> 19/09/2015		

**Emergency Information : Local Police informed of Event (Freshney Community Police Station, Cromwell Road, Grimsby)**

<b>Emergency access point (for emergency vehicles)</b>	<b>Post code / grid reference:</b> Hollyoak Rd., Carr Lane, Grimsby (also registration point)	<b>Place from which signed:</b> Carr Lane, Grimsby
<b>Nearest A&amp;E hospital:</b>	<b>Name and Post code:</b> Grimsby DN33 2BA (Scarcho Road) 01472-874111	<b>Map available (where):</b> With organiser at Registration
<b>Working telephone:</b>	<b>Landline or mobile:</b> <b>If mobile (reception checked?)</b> Mobile reception available	<b>Number:</b> <b>07751 481332</b> (B Slater mobile)
<b>First Aid cover</b>	<b>Name of first aider:</b> Brian Slater	<b>Located where?</b> Registration

The Risk Assessment (19/09/2015 Havelock)

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>
<b>In area to be used (indoor / outdoor):</b> Outdoors Traffic  Uneven surfaces on the course Undergrowth/tree branches  Slippery surfaces	Low risk – medium/high severity  Low risk – low/medium severity Low risk – low/medium severity  Low risk – low/medium severity	All courses will cross roads/car park, competitors to be warned. Short Course on paths and open area.  Competitors aware – all events have uneven surfaces  Competitors aware – not a significant issue.  Warnings to participants about slippery ground if required.
<b>Participants</b> Clothing/shoes/equipment  Unexpected reactions/allergies  Competitors not returning	Low risk - low severity  Low risk - low severity  Low risk - high severity	Competitors checked by Starter that they are correctly equipped. (Advised to wear reflective clothing and take head torches if  First Aid Kit at registration, phone ambulance if required.  Register maintained of starters, search procedure implemented if required.

<p><b>Other people/activities in area</b></p> <p>Pedestrians/dog walkers/cyclists, etc</p> <p>Stranger Danger</p>	<p>Low risk - low severity</p> <p>Low risk – high severity</p>	<p>Competitors to be warned to take care running round corners, etc. To be advised to look up frequently to avoid traffic and other collisions.</p> <p>Competitors should give way to other users of footpaths and covered walkways etc.</p> <p>Perimeter fence – 1 access point only</p>
<p><b>Weather</b></p> <p>If Darkness is looming</p> <p>Bad weather (wet/cold)</p> <p>Heat</p>	<p>Low risk - low severity</p> <p>Medium risk - medium severity</p> <p>Low risk - medium severity</p>	<p>Competitors are advised to have head torches.</p> <p>Check clothing is appropriate for weather. (Starter) Cancel event if conditions poor.</p> <p>Advise participants to be hydrated. (Organiser)</p>
<p><b>Equipment</b></p> <p>Computer equipment</p>	<p>Low risk - low/medium severity</p>	<p>Cabling to be kept tidy, all connections to be secure.</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>