

20<sup>th</sup> February 2018 Caistor **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>	Isoldt Harris	<b>Position of person completing this form (coach, organiser etc)</b>
<b>Venue for session / event / activity</b>	Caistor Urban	<b>Date for session / event / activity</b>
<b>Name of person in charge of session / event / activity</b>		Isoldt Harris (Day organiser)
<b>Risk assessment signed</b>	<i>I Harris</i>	<b>Risk assessment dated</b> 20 <sup>th</sup> February 2018
<b>Risk assessment checked by (name, position and date)</b>	<b>Print name &amp; position (coach mentor, controller etc):</b>	Controller Peter Harris
	<b>Sign and date:</b> 20/2/2018	

**Emergency Information :**

<b>Emergency access point (for emergency vehicles)</b>	<b>Post code / grid reference:</b> White Hart, Market Place, Caistor LN7 6UB	<b>Place from which signed:</b> Market Place, Caistor
<b>Nearest A&amp;E hospital:</b>	<b>Name and Post code:</b> Grimsby DN33 2BA (Scartho Road) 01472-874111 Scunthorpe DN157BH (Cliff Gardens) 01724-282282	<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> 07484 639477 (P Harris mobile); 07920040679 (I Harris mobile)
<b>First Aid cover</b>	<b>Name of first aider:</b> Jackie Edwards/Mary Carrick/Brian Slater/ Neil Harvatt	<b>Located where?</b> Registration

## The Risk Assessment (20<sup>th</sup> February 2018)

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  Construction areas/Wire / ruined fences  Uneven surfaces on the course  Undergrowth/tree branches  Water/River  Slippery surfaces	Low risk – medium/high severity  Low risk – low/medium severity  Low risk – low/medium severity  Low risk – low/medium severity  Low risk – low/medium severity  Low risk – low/medium severity	All courses will cross roads, competitors to be warned. Under 16's to be accompanied by adult Hi viz clothing compulsory  Construction areas marked OOB; All known ruined fences are marked on the map.  Competitors aware – all events have uneven surfaces  Competitors aware – not a significant issue.  Competitors to be made aware  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. (Asked to wear reflective clothing and take head torches if darkness is looming)  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.</p> <p>U16's competing accompanied by appropriate adult.</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>Medium risk - medium severity</p>	<p>Reflective clothing and head torches recommended</p> <p>Check clothing is appropriate for weather. (Starter) Cancel event if conditions poor.</p> <p>Unlikely -Advise participants to be hydrated. (Organiser)</p> <p>Organiser (IH) to check weather forecast prior to event (As at 20 February, expected weather –overcast 7°C )</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. Computer equipment undercover</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>