East Sussex County Council

RISK ASSESSMENT FORM

Workplace	Buzz Active – Bushy Wood	**Likelihood (L)**	**X**	**Severity (S)**
Risk Assessor	Richard Wilson	Almost Impossible	1	Insignificant (minor injury, no time off)
Activity/Task	Fire Lighting	Unlikely	2	Minor (injury and up to 7 days off)
Date reviewed	09/02/2026	Possible	3	Moderate (injury causing more than 7 days off)
Benefit of activity	Learn the skills to light a fire, develop understanding of working with fire safely.	Likely	4	Major (death or serious injury)
		Almost Certain	5	Catastrophic (multiple deaths)
		Low = 1-8	**Medium = 9-14**	**High = 15-25**

	What are the significant, foreseeable, hazards? ***(the dangers that can cause harm)***	**Who is at Risk?**	**Current control measures** ***(What is already in place/done)***	**Risk Rating**			**What additional control measures can be put in place to reduce the risk further?**	**Revised Risk Rating**		
				L	**S**	**R**		**L**	**S**	**R**
1.	Manual Handling	All	Use the trolley to transport the kit to the site. Work together to carry the bucket of water. Don't fill to the very top and be sensible with how heavy it is. When finding wood advise the group that large logs are awkward and may be heavy, use correct posture to lift and lower. Work in pairs and advise on appropriate sizing of wood needed.	**3**	**3**	**6**				

2.	Slips, trips and falls	Staff Participant	Check the area for any unforeseen objects. Remove if possible. Keep kit tidy and make participants aware of each fire lighting area. No running in the area. First aid Kit must be accessible at the site. Careful consideration to where they can go to collect fuel, and any areas that are out of bounds. Check weather conditions for the day and choose site carefully. No running in the area, and strong safety briefing.	**2**	**3**	**6**				
3.	Spread of fire	Staff Participant	Long hair tied up loose clothing secured. Any extra flammable material to be kept away from the fire neatly. A bucket of water always kept on session. Good group control and communication between all. Proper use and control of the flint and steel. Awareness of where every flint and steel is, counted in and out.. Group briefing and communication if something was to go wrong.	**2**	**3**	**6**				
4.	Weather	All	Check wind direction and the forecast for the day. The area and direction of smoke plume will affect where the fire and group should go. If there is thunder and lightning, then move the group away from under the trees. Wear appropriate clothing and footwear for the activity and the weather on the day. Have enough liquid and sunscreen if weather is hot	**2**	**2**	**4**				

5.	Fire - Stray sparks, embers and smoke	Staff Participant	Demonstrate how to use a flint and steel. Striking down and away from the body. Keep a sensible distance from the fire, good briefing about the tinder and blowing on embers. Watch out for wet wood which may spark unnecessarily. Talk about where to build a fire and others in the group. Smoke direction and how to avoid getting burnt. Bucket of water on session and 1st aid kit with a burns and eye patch bandage in it. Tuck away loose clothing and hair. Safety brief on how to add sticks to the fire. Safety cordons and what to do in case of a burn.	**2**	**3**	**6**				
6.	Burns / scolding from food	Staff Participant	Warning in briefing of hot food especially Marshmallows and the danger of burns whilst eating.	**1**	**4**	**4**				
7.	Packing down activity	Staff Participant	Any embers or fires need to be put out by sprinkling water, separating fuel away and then collated in one pile to burn completely, then spread out. The site of the fire then needs to be doused with water to cool the ground down. Never leave a fire unattended	**2**	**4**	**8**				
8.	Other people on site	All	Keep the group away from others on site, keep a good head count, and encourage other people away from group or assist them off site if they are lost. Report to site manager if necessary.	**1**	**2**	**2**				

9.	Biohazards	All	Check the area for anything unpleasant. Remove if possible or relocate to a new area. Make sure everyone washes their hands after the session and before eating.	**2**	**2**	**4**				

Action Plan ***(when will the above additional control measures be implemented and by whom?)***

Action	By Whom?	Deadline	Date Completed
Buy new fire bucket for activity as dousing bucket	R Wilson	01/12/25	25/11/25

Signature and review

1st review undertaken by:	P Lansdown	**Date:**	19/01/2023
2nd review undertaken by:	P Lansdown	**Date:**	22/01/2024
3rd review undertaken by:	R Wilson	**Date:**	11/02/2025
4th review undertaken by:	R Wilson	**Date:**	09/02/2026