RISK ASSESSMENT FORM

Workplace	Buzz Active	**Likelihood (L)**	**X**	**Severity (S)**
Department	Children's Services	Almost Impossible	1	Insignificant (minor injury, no time off)
Risk Assessor	R Wilson	Unlikely	2	Minor (injury and up to 7 days off)
Room/Area	Orienteering challenge in Friston Forest	Possible	3	Moderate (injury causing more than 7 days off)
Activity/Task	Walking with a compass/ Team games	Likely	4	Major (death or serious injury)
Date	13/03/2026	Almost Certain	5	Catastrophic (multiple deaths)
Benefit of activity	Team cohesion/ planning and executing a journey	**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.	Weather	All	Appropriate clothing and suncream, bring water hats, sensible footwear etc.	**1**	**3**	**3**				
2.	Slips trips falls due to uneven surfaces	All	Suitable footwear. Due care to where you are going. Good communication, Visual check of surfaces for holes and dug outs. No running or rolling down the hill.	**1**	**2**	**2**				
3.	Other people/dogs	All	Do not approach unfamiliar dogs. Stay together in at least 2s. Be mindful of engaging with other forest users	**1**	**2**	**2**				
4.	Cyclists	All	Being aware of trail heads and exit routes onto pathways and group positioning on pathways IE don't walk up the cycling tracks, alert the rest of the group to oncoming cyclists.	**1**	**3**	**3**				

5.	Horse riders	All	Being aware of trails and group positioning on pathways. Group control and briefing at the start of the session.	**1**	**3**	**3**				
6.	Vehicles	All	Be aware of other forest users may have vehicle access. Be aware that vehicles may be using access roads. Good group control and stay on one side of the path if vehicle is passing.	**1**	**3**	**3**				
7.	Crossing the road, struck by traffic, carpark	All	Crossing road managed by 2 staff to see the group across the road, either by stopping traffic/ waiting for traffic to stop, or an appropriate gap. Use spotter on corner. Ensure clear briefing and tight group control.	**2**	**5**	**10**				
8.	Getting lost in the forest	All	Group briefing and orientation using map and compass. Highlight muster points (visitor centre car park) Ensure understanding of map and compass use. Good briefing in what to do in an emergency. Awareness of time keeping and a record of every member of the group.	**2**	**2**	**4**				
9.	Being struck by falling debris	All	Look up. Stay on pathways. Avoid areas where fallen trees may be hung up or loose branches are hanging etc.	**1**	**2**	**2**				
10.	Being struck by an object (team building tasks) rope swings, branches	All	Briefings on awareness of others and using caution before starting team building tasks. Staff to assess safety of any shelter structure. Rope swings not to be used. Awareness of surroundings, don't run through thick undergrowth.	**1**	**4**	**4**				
11.	Log piles and forestry works	All	Heed warning signs. Do not climb on any cut logs etc.	**1**	**4**	**4**				

12	Foreign objects - Faeces	All	Keep a visual inspection of the ground around and alert the group in case of contamination. Group to wash hands after session.	**1**	**2**	**2**				
13	Bites and stings- Allergic reactions	All	Collect medical information, take any medication with you into the forest, keep group away from noticeable nests, educate on plants and habitat	**2**	**3**	**6**				

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

Action	By Whom?	Deadline	Date Completed
Rope swings found in the forest are not to be used.			

Signature and review

Name of Manager:	R Wilson	**Date:**	18/05/2021
1st review undertaken by:	R Wilson	**Date:**	09/09/2021

2nd review undertaken by:	R Wilson	**Date:**	19/03/2022
3rd review undertaken by:	P Lansdown	**Date:**	18/01/2023
4th review undertaken by:	P Lansdown	**Date:**	23/01/2024
5th review undertakren by:	R Wilson	**Date:**	13/03/2026