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	Team building activities	Unlikely	2	Minor (injury and up to 7 days off)
Date reviewed	19/02/2026	Possible	3	Moderate (injury causing more than 7 days off)
Benefit of activity	Develop communication, trust, problem solving, listening skills, confidence, creativity, leadership skills	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 equipment to the correct site, Be careful lifting the heavier items, bend your knees and not your back. Follow all training. Work in pairs to pick up larger items.	**2**	**2**	**4**				
2	Uneven Ground	Staff Participant	Ensure the area is clear of litter. Activities set up in a suitable location for the task and clear of any objects that may impede the session.	**2**	**3**	**6**				
3.	Equipment	All	Equipment visually inspected prior to use. Check for any breakages or damage. Report and place in Decom if necessary	**1**	**1**	**1**				

4	Misuse of equipment- entrapment	Staff Participant	Briefed on the task and how to use any equipment safely. No throwing or misuse of equipment. Any equipment not being used is kept in a designated area. Be aware of splinters or trapping fingers. Good communication from all. Long hair tied back and removal of jewellery to prevent trapping or catching	**2**	**3**	**6**				
5	Slips, Trips and Falls	Staff Participant	Area suitable for the activity Group participants are suitably dressed and have appropriate footwear. Activities adequately spread out.	**2**	**3**	**6**				
6	Vegetation	All	Make group aware of surrounding area and to avoid the plants that can sting or scratch.	**1**	**2**	**2**				
7	Other people on site	All	Good group control and awareness of where participants are. Anyone not recognised on site should be approached and helped off site if lost.	**1**	**2**	**2**				
8	Wildlife	All	Don’t approach any wildlife. Report any injured to the main site. Don’t feed or encourage.	**1**	**1**	**1**				
9	Foreign bodies and contaminates	All	Visual check of the session area and surrounds. Remove any object that may impede the session and make sure hands are clean before eating.	**1**	**2**	**2**				
10	Weather	All	Be aware of the forecast and dress appropriately for the conditions. Rain can make the floor very muddy so stick to the paths, allow plenty of breaks for fluids and food.	**2**	**2**	**4**				

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

Action	By Whom?	Deadline	Date Completed

Signature and review

Name of Manager:	Richard Wilson	**Signature of Manager:**	R Wilson	**Date:**	01/05/2022
1st review undertaken by:	P Lansdown	**Signature of Manager:**	P Lansdown	**Date:**	18/01/2023
2nd review undertaken by:	P Lansdown	**Signature of Manager:**	P Lansdown	**Date:**	23/01/2024
3rd review undertaken by:	R Wilson	**Signature of Manager:**	R Wilson	**Date:**	11/02/2025
4th review undertaken by:	R Wilson	**Signature of Manager:**	R Wilson	**Date:**	19/02/2026