 **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.

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| --- | --- | --- | --- | --- | --- |
| **Name of Club / satellite club name / after school club** | | | **Quantock Orienteers** | | |
| **Name of person completing this form** | |  | **Position of person completing this form (coach, organiser etc)** | | Planner |
| **Venue for session / event / activity** | |  | **Date for session /**  **event / activity** | |  |
| **Name of person in charge of session / event / activity** | | |  | | |
| **Risk assessment signed** |  | | **Risk assessment dated** | |  |
| **Risk assessment checked by (name, position and date)** | **Print name**  **& position (coach mentor, controller etc):** | |  | | |
| **Sign and date:** | | |  | |

**Emergency Information**

|  |  |  |
| --- | --- | --- |
| **Emergency access point (for emergency vehicles)** | **Post code / grid reference:** | **Place from which signed:** |
| **Nearest A&E hospital:**  Taunton | **Name and Post code:**  Musgrove Park Hospital, TA1 5DB  ST215 242 01823 333444 | **Map available (where):**  In first aid box |
| **Working telephone:** | **Landline or mobile:**  **If mobile (reception checked?)**  Mobile | **Number:** |
| **First Aid cover** | **Name of first aider:** | **Located where?** |

**The Risk Assessment**

**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.**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Hazard – note under these headings (see suggested examples to consider)** | **Possible outcome / injury including note on severity and likelihood of occurrence** | **Standard Mitigation**   * **What control measure?** * **Who is responsible?** | | **Is Risk Acceptable?** | **Special Mitigation**   * **What control measure?** * **Who is responsible?** | **Is Risk Acceptable Now?** |
| Trips and Slips | Strains, sprains, bruises, breaks | | Warning in literature to wear suitable footwear.  *Responsible: Organiser* |  |  |  |
| Water | Drowning  Increased exposure due to getting wet | | No significant bodies of water in area.  A few streams may be crossed, but none likely to cause an issue.  *Responsible: Planner* |  |  |  |
| Safeguarding Issues | Abduction or abuse of children or vulnerable adults by officials or members of the public | | Under-16s and vulnerable adults to be accompanied by a responsible adult.  Club safeguarding policy to be followed – notably avoiding officials/volunteers being alone with a child or vulnerable adult in a hidden location.  *Responsible: Organiser* |  |  |  |
| Unfamiliarity with emergency arrangements | Increased risk of injury due to delays. | | First aider and other officials identified by hi-vis.  *Responsible: Organiser* |  |  |  |
| Unable to contact emergency services due to poor reception or unconsciousness | Increased risk of injury due to delays. | | Participants clocked in and out – search organised if anyone doesn’t return.  *Responsible: Organiser* |  |  |  |
| Environmental conditions / extreme weather | Being caught and isolated in extreme weather conditions.  Effects of exposure to hot, cold and dangerous weather conditions. | | Event modified or postponed if weather likely to be dangerous.  Option to insist on waterproofs.  *Responsible: Organiser* |  |  |  |
| Crossing the road | Injuries from being hit be cyclist/car. | | Avoid major roads.  Shorter courses to avoid all roads.  Juniors to be accompanied if doing a longer course involving roads.  Signage and crossing marshals as appropriate.  *Responsible: Planner/Organiser* |  |  |  |
| Tick-borne disease | Contract Lyme Disease or Tick-borne Encephalitis | | Advice in literature to wear trousers or leggings and to check for ticks on body and how to remove them safely.  Advice in literature on symptoms (circular or bulls-eye rash in most cases, flu-like in others) to look out for and what to do (go to GP and say worried about tick bite) if suspect infected.  *Responsible: Organiser* |  |  |  |
| Getting lost | Stress and potential to wander into dangerous situations.  Increased chance of succumbing to weather-related illness. | | Participants clocked in and out – search organised if anyone doesn’t return.  *Responsible: Organiser* |  |  |  |
| Very steep ground or crags | Impact injuries from falls or loose rock. | | Courses avoid significant crags and steep ground where possible.  *Responsible: Planner* |  |  |  |
| Sensitive Areas | Environmental damage | | OOB areas clearly marked.  Participants warned that anyone going into an OOB area could be disqualified.  *Responsible: Planner/Organiser* |  |  |  |
| Animal attacks | Bites and kicks | | Responsible adult present for juniors.  Where possible avoid areas known to contain cattle.  *Responsible: Organiser* |  |  |  |
| Covid-19 | Transmission of virus | | Pre-booked start times – at least a minute between and no more than 10 per 15 minutes.  Pre-payment online (if necessary, contactless at event with 2m separation or barrier between participant and official).  Full refund if unable to attend due to symptoms/isolating.  Control sites chosen to avoid congested areas and courses running opposite directions along same section.  Social distancing observed and signage to remind participants not to congregate – clearly marked start boxes, no more than 6 people in the start area at one time, finishers reminded to move clear as soon as they've punched and directed to download, download box 2m from laptop, clearly marked queuing distances for download, no display of results.  Flow from car park to 'registration' to start and from finish to download to car park planned and signed to minimise contact – where possible a one-way system via different routes out and back  Map issue done in distanced arrangement. No reuse of maps.  Hired dibbers disinfected then bagged before event. Disinfected on return and left for at least 72 hours before next use.  Start, finish, check, clear and download boxes disinfected frequently. All boxes mounted not handheld.  Reminder in literature to follow all current government guidance, particularly not to come if showing symptoms, and to sanitise hands frequently.  Competitors to be advised that when following another competitor they should remain at least 10m behind to avoid aerosol inhalation from other competitors. They should also maintain 2m distancing approaching control sites and move away promptly.  Gel available at key points.  First aider to have appropriate PPE.  All used wipes, gloves and similar to be kept in dedicated bags and disposed of without being unsealed.  Consideration to be made of individual officials' risk status.  Equipment uses by volunteers to be disinfected at start, any handover, and at finish. Where that would prove difficult, e.g. laptops, gloves should be worn.  Contact info and times of runs stored for Contact Tracing.  All equipment disinfected before collection (or collected wearing gloves and disinfected centrally) then stored for at least 72hrs before next use.  *Responsible: Planner/Organiser* |  |  |  |