 **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**

NB: this activity is like a POC in that it is not staffed and participants run in their own time.

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

**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.**

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| --- | --- | --- | --- | --- | --- | --- |
| **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 crossing of water other than by bridge.  *Responsible: Organiser* |  |  |  |
| 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* |  |  |  |
| Unable to contact emergency services due to poor reception or unconsciousness | Increased risk of injury due to delays. | | All participants to punch finish even if retiring.  Officials to know who has gone out and who is back so can initiate a search if necessary.  *Responsible: Organiser* |  |  |  |
| Environmental conditions / extreme weather | Being caught and isolated in extreme weather conditions.  Effects of exposure to hot, cold and dangerous weather conditions. | | Advice in literature that suitable clothing should be carried to address potential weather changes.  In towns, so quick to get to shelter.  *Responsible: Organiser* |  |  |  |
| Crossing the road | Injuries from being hit be cyclist/car. | | Where possible, all to be in 30mph or slower zones.  If 40mph road in area has to be crossed, use marked crossings.  Juniors to be accompanied.  Advice in literature to wear reflective/hi-vis clothing.  Checks at start that have torch (and spare) if in dark.  *Responsible: Planner/Organiser* |  |  |  |
| Getting lost | Stress and potential to wander into dangerous situations.  Increased chance of succumbing to weather-related illness. | | In town, so can resort to road signs/asking passers-by to get back to start. All have smartphones, so could use GMaps etc. in emergency.  Juniors to be accompanied/shadowed by responsible adults.  *Responsible: Organiser* |  |  |  |
| Animal attacks | Bites and kicks | | Responsible adult present for juniors.  Give dogs a wide berth.  *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.  Tracked using personal smartphone – no controls to punch and download is done remotely online.  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.  Flow from car park to 'registration' to start and from finish to car park planned to avoid congestion.  Map issue done in distanced arrangement. No reuse of maps.  Loan phones and torches to be disinfected prior to use and on return. Loan phones and torches to be bagged and set aside for 72hrs before being handled – they will not to be reused at the event.  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.  *Responsible: Planner/Organiser* |  |  |  |