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| **Name of activity, event, and location** | **Buildings @ Bramhope Scout Campsite** | **Date of risk assessment** | **15/04/2025** | **Name of person doing this risk assessment** | **Angie Foley**  **John Smallwood** |
| **Date of next review** | **15/04/2026** |

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| **What could go wrong?**  What hazard have you identified?  What are the risks from it? | | **Who is at risk?** | **What are you going to do about it?**  How are the risks already controlled?  What extra controls are needed?  How will they be communicated to young people and adults and remain inclusive to all needs? | **Review & revise**  What has changed that needs to be thought about and controlled?  Keep **checking** throughout the activity in case you need to change what you’re doing or even **stop** the activity.  This is a great place to add comments which will be used as part of the review*, ensure comments are passed to Site Manager* |
| Fire  Burns and asphyxiation | | All building users | Automatic fire alarms installed; serviced and regularly checked  Emergency lighting installed; serviced and regularly checked  Emergency exits to be kept clear at all times- signage provided. Where security locks in place, these MUST be unlocked when in use. Building user to check on arrival.  Portable fire extinguishers provided; serviced and regularly checked  All windows to be unlocked, shutters opened when building in use.  Rubbish to be placed in bins provided and removed from the building regularly. |  |
| Electric shock | | All building users | All circuits fitted with RCD protection devices  Users MUST NOT interfere with any electrical installations  Portable appliances belonging to the site to be regularly PAT tested, failed appliances to be removed.  Use of extension cables kept to a minimum and MUST NOT be run externally from the buildings  Regular 5 year fixed wire testing completed by appropriately qualified electrician.  **Users own electrical equipment subject to own risk assessments – see policy in folder** |  |
| Leaks from gas appliances or fumes from incorrect operation of appliances.  Danger of fire/explosion | | All building users | Fixed gas appliances to be serviced regularly by appropriately qualified contractors  Extraction system MUST be used when cooker is in operation. Automatic interlock system in place.  Users MUST NOT interfere with any gas installations |  |
| Bunk beds/fall from height | | All building users | Top bunks fitted with side panels and fixed ladders  Top bunks only to be used for sleeping or resting  Adults to supervise young people climbing in and out of bunks  Infirm or nervous young people to be accommodated on bottom bunks |  |
| Door hinges | | All building users | Doors fitted with safety door closers; regularly checked  Doors fitted with finger guards; regularly checked |  |
| Kitchen  burns/scalds  cuts by sharp utensils  slips/trips/falls | | All building users | Overall kitchen supervision by identified competent person  Good housekeeping- spills cleared immediately, warning signage available  Appropriate cleaning materials and equipment supplied.  **This element is subject to buildings users own risk assessments** |  |
| Cooking, food storage & preparation | | All building users | Refrigeration and storage facilities are provided  Kitchen cleanliness is maintained by site, users are required to thoroughly clean and remove surplus food/waste before departure  Annual deep clean of kitchens undertaken by external contractor including extraction system  Electronic fly catchers are provided  **This element is subject to buildings users own risk assessments** |  |
| Carbon monoxide | All building users | | Carbon monoxide detectors are situated in all buildings; regularly checked |  |
| Legionella | All building users | | See separate Legionella Risk assessment & management plan |  |
| Asbestos | All building users | | See separate Asbestos management plan |  |
| Inclusion | All building users | | Where possible all adaptations have been made to accommodate occupants who use mobility aids: the Ashton centre has a wet room; John Briggs is built on 1 level; the Lodge is less accessible due to steps into the building. Users need to follow their own risk assessments to ensure safe evacuation in case of fire/emergencies.  **This element is subject to buildings users own risk assessments** |  |

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| Board games/outdoor games | All building users | Board games are provided for use inside the building. Please note small pieces in some games & follow age guidelines on the boxes  Outdoor games, please ensure supervised use of games.  **This element is subject to buildings users own risk assessments** |  |

Don‘t forget, as part of your programme planning, you should have contingency activities in reserve just in case you can’t do what was planned or you need to stop half way through. Make sure this is shared with those involved, so everyone knows how to respond. You should have risk assessed contingency activities prior to them taking place and communicated key information to those involved as with all activities.