

Risk Assessment Activity – Abseiling

Pioneer Centre	Assessed by: James Kniffen	Assessed:	Next Review Date
		01/03/21	07/01/22

Overview: Abseiling is carried out on three purpose-built towers supplied and erected by JM Adventure and Adventure Rope Co Ltd. An annual inspection is carried by High Times Technical Consultants. Regular monthly inspection checks are also carried out on equipment by activities staff as well as a quarterly structural check. A qualified Winter Mountaineering and Climbing Instructor (WMCI) Chief Instructor has overall responsibility. All other instructors are RCI or CWI qualified, or in-house trained using NGB recognized techniques. An examination to check competency of staff is completed on each staff member by the external and independent Technical Advisor. This process is periodically checked and validated by the Technical Advisor and senior staff members do continual monitoring throughout the year. Preferred Staff to Client ratio is 1:12 and a maximum of 1:16 under supervision (under instruction 1: 1 instructor to abseiler ratio). All appropriate personal protective equipment is worn during sessions.

Hazards	Groups of People at Risk from the Hazards Identified	Probability	Severity	Risk Category	Control Measures
Structural Failure	Instructors, staff and guest/participants	Very unlikely	Fatal	Low	Towers build by approved contractors and external annual inspection are carried out. Quarterly structural checks are carried out.
Falling objects	Instructors, staff and guest/participants	Unlikely	Major	Medium	Group briefed to empty pockets. All equipment at top of tower secured. Guests briefed on how to stand if objects fall to protect themselves. Emergency procedures.
Unauthorized access to Towers	Instructors, staff, guest/participants, and general public	Very likely	Fatal	Low	Tower doors locked and shut when not in use. Only access to towers is via a trained member of staff. No access signs clearly displayed.
Rope burns	Instructors, staff and guest/participants	Unlikely	Minor	Low	Group briefed on correct clothing. Instructor supervises guests contact with rope. Instructors are trained in safe lowering practices of lowering slowly and smoothly.

High level fall	Instructors, staff and guest/participants	Very Unlikely	Fatal	Low	Detailed in-house training & assessment are carried out on activity staff to ensure safe access and practice is used for the activities. Correct use of all equipment. All PPE is checked and recorded monthly. See supporting documents for safety practices. Clear briefing on accessing the edge for abseiling is given and instructors ensure that no one goes out the gate for abseiling without being clipped into a safety rope. Instructors ensure participants are wearing all PPE before partaking in abseiling.
Environmental Hazards	Instructors, staff and guest/participants	Very likely	Fatal	Medium	All participants are briefed on proper clothing for the current weather conditions. Instructors are issues appropriate PPE waterproof jacket, warm layers, and gloves to use for activity delivery. Towers not used or sessions cancelled in the event of thunder & lightning (activities can resume 30mins after last thunder was heard) or winds above force 9 (50mph)
Slips, trips and falls	Instructors, staff and guest/participants	Likely	Minor	Medium	Maintenance of site, instructor visually checks area upon arrival. General brief and group management is provided by instructors ensure play is safe.
Soft tissue injury	Instructors, staff and guest/participants	Unlikely	Minor	Low	Instructor aware of group's capabilities. Warm up/warm down as needed.
Physiological effects	Guest/participants	Very unlikely	Major	Low	Instructors aware of groups needs and medical issues. Challenge by choice brief is given and instructors will respect participates choices and be sensitive and adapt to participates reactions to the activity they are invited to participate in.
Stress / Panic Attack	Guest/participants	Likely	Major injury or trauma	Low	Challenge by choice brief is given and instructors will respect participates



					choices. Instructors will air on the side of caution if participants start to panic or have strong emotional reaction to the activity the instructors will react quickly to ensure the level of stress is brought back down to acceptable level. This should help ensure the activity runs well for all those involved.
Helmet suspension (caught on an element)	Instructors, staff and guest/participants	Likely	Major	Medium	Lowering practices taught that prevent helmets catching e.g. slow careful lowering of participants in the correct position.

Risk Assessment Activity – Activity Hall

Pioneer Centre	Assessed by: James Kniffen				Assessed:	Next Review Date
					01/03/21	07/01/22
<p>Overview: The Sports Hall is an indoor open space for use as an indoor activity venue. Activities include five-a-side football, fencing, basketball and as an indoor venue for the Inflatables. All instructed activities have their own session plan for indoor sessions; otherwise, this is just an open space indoors. When use is given over to groups, they are instructed that a responsible adult must be present at all times during the groups use.</p>						
Hazards	Groups of People at Risk from the Hazards Identified	Probability	Severity	Risk Category	Control Measures	
Falls onto exit gate, wall corners and goal post corners	Everyone	Likely	Major	Medium	Sharp edges padded as required. Monitor & evaluate frequency of incidents. First aid kits available at reception.	
Carpet Burns	Everyone	Likely	Minor	Medium	Prior briefing about floor, guidance given on advised clothing.	
Falling onto open exit gates	Everyone	Very likely	Major	Low	Gates must be kept closed during play.	
Fall from sitting on top of lower rebound wall	Everyone	Unlikely	Minor	Low	"NO CLIMBING" signs painted all around room.	
Low gates partially block fire exists when closed	Everyone	Unlikely	Fatal	Medium	Gates only closed when ball games being played.	

Risk Assessment Activity – Aerial Trek Course

Pioneer Centre	Assessed by: James Kniffen				Assessed:	Next Review Date
					01/03/21	07/01/22
<p>Overview: The at height (11 metres) obstacle course is purpose built between two towers and was supplied and erected by JM Adventure. An annual inspection is carried by High Times Technical Consultants. Regular monthly inspection checks are also carried out on equipment by activities staff as well as a quarterly structural check. A qualified Winter Mountaineering and Climbing Instructor (WMCI) Chief Instructor has overall responsibility. All other instructors are RCI or CWI qualified, or in-house trained using NGB recognized techniques. An examination to check competency of staff is completed on each staff member by the external and independent Technical Advisor. This process is periodically checked and validated by the Technical Advisor and senior staff members do continual monitoring throughout the year. Preferred Staff to Client ratio is 1:12 and a maximum of 1:16 under instruction with a maximum of 16 clients out on the Trek Course at a time.</p>						
Hazards	Groups of People at Risk from the Hazards Identified	Probability	Severity	Risk Category	Control Measures	
Structural Failure	Instructors, staff and guest/participants	Very unlikely	Fatal	Low	The course build by approved contractors and external annual inspection are carried out. Quarterly structural checks are carried out. Use of the course are limited to one participant on an element at a time and two participants on a platform and max weight of a participant is 100kg.	
Falling objects	Instructors, staff and guest/participants	Unlikely	Major	Medium	Group briefed to empty pockets. All equipment at top of tower secured. Guests briefed on how to stand if objects fall to protect themselves.	
Unauthorized access to Towers	Instructors, staff, guest/participants and general public	Very likely	Fatal	Low	Tower doors locked and shut when not in use. Only access to towers is via a	

Rope burns	Instructors, staff and guest/participants	Unlikely	Minor	Low	<p>trained member of staff. No access signs clearly displayed.</p> <p>Group briefed on correct clothing. Instructor supervises guests contact with rope.</p>
High level fall	Instructors, staff and guest/participants	Very Unlikely	Fatal	Low	<p>Detailed in-house training & assessment are carried out on activity staff to ensure safe access and practice is used for the activities. Correct use of all equipment. All PPE checked and recorded monthly. Instructors ensure participants are wearing all PPE before partaking in the Aerial Trek course. See supporting documents for safety practices.</p>
Environmental Hazards	Instructors, staff and guest/participants	Very likely	Fatal	Medium	<p>All participants are briefed on proper clothing for the current weather conditions.</p> <p>Towers not used or sessions cancelled in the event of thunder & lightning (activities can resume 30mins after last thunder was heard) or winds above force 9 (50mph)</p>
Slips, trips and falls	Instructors, staff and guest/participants	Likely	Minor	Medium	<p>Maintenance of site, instructor visually checks area upon arrival. General brief and group management is provided by instructors ensure play is safe.</p>
Soft tissue injury	Instructors, staff and guest/participants	Unlikely	Minor	Low	<p>Instructor aware of group's capabilities. Warm up/warm down as needed.</p>
Physiological effects	Guest/participants	Very unlikely	Major	Low	<p>Instructors aware of groups needs and medical issues. Challenge by choice brief is given and instructors will respect participates choices and be sensitive and adapt to participates</p>

reactions to the activity they are invited to participate in.

Stress / Panic Attack	Guest/participants	Likely	Major or traumatizing	Low	Challenge by choice brief is given and instructors will respect participants choices. Instructors will air on the side of caution if participants start to panic or have strong emotional reaction to the activity the instructors will react quickly to ensure the level of stress is brought back down to acceptable level. This should help ensure the activity runs well for all those involved.
Small injuries – cuts and splinters	Instructors, staff and guest/participants	Unlikely	Minor	Low	The course sanded down when built, and regularly inspected/maintained to prevent cuts and splinters.
Entrapment	Instructors, staff and guest/participants	Very Unlikely	Major	Low	Guests briefed as to any dangers of entrapment. Guests stay on one side of “spiders web” element to avoid entanglement with lanyard.



Risk Assessment Activity – Archery

Pioneer Centre	Assessed by: James Kniffen				Assessed:	Next Review Date
					01/03/21	07/01/22
<p>Overview: Archery takes place in an indoor range. An instructor with the Archery GB Instructor Award or in-house training leads each session. Preferred Staff 1:12 with maximum of 1:16, maximum of 1:4 under instruction. Archery GB comes in every year to provide the Archery GB Award and provide input and are available to consulted as required.</p>						
Hazards	Groups of People at Risk from the Hazards Identified	Probability	Severity	Risk Category	Control Measures	
Being shot	Instructors, staff and guest/participants	Very unlikely	Fatal	Low	All instructors have gone through in-house training and assessment. Detailed safety rules given to group that manage the risk.	
Sharp objects – falling or walking into	Instructors, staff and guest/participants	Very unlikely	Disablement	Low	Instructor aware of group. Visiting group leader present to help control group. Sharp equipment always stored to prevent injury. Only instructor collects arrows from targets.	
Unauthorized access to equipment e.g. arrows	Instructors, staff and guest/participants	Very unlikely	Fatal	Low	Door to shooting range is locked when authorized staff not present. Equipment is locked away overnight or when not going to be used.	
String Slap	Instructors, staff and guest/participants	Likely	Minor injury	Medium	Correctly fitted armguards worn by anyone shooting. Instructors brief participants and monitor use.	

Muscle strain	Instructors, staff and guest/participants	Unlikely	Minor injury	Low	Instructors to ensure participants use right size bow for their size.
Fire	Instructors, staff and guest/participants	Very Unlikely	Fatal	Low	Centre fire procedures in place. All ranges have at least two fire exists. Heaters and lights turned off at the end of session.

Risk Assessment Activity – Assisted Climbing (Hoist & Pulley system)

Pioneer Centre	Assessed by: Filipe Pinto and Hannah Dawson Reviewed by: James Kniffen	Assessed:	Next Review Date
		04/07/19	08/01/20
		07/01/20	08/01/21
		03/01/21	07/01/22

Overview: Assisted climbing sessions is carried out on two purpose built towers supplied and erected by JM Adventure. An annual inspection is carried by High Times Technical Consultants. Regular monthly inspection checks are also carried out on equipment by activities staff as well as a quarterly structural check. A qualified Winter Mountaineering and Climbing Instructor (WMCI) Chief Instructor has overall responsibility. All other instructors are RCI or CWI qualified, or in-house trained using NGB recognized techniques. An examination to check competency of staff is completed on each staff member by the external and independent Technical Advisor. This process is periodically checked and validated by the Technical Advisor and senior staff members do continual monitoring throughout the year. Preferred Staff numbers are minimum of 3 for the group (any size). Minimum 2 instructors to run the Hoist system and minimum of 1 to run the Pulley rope (simultaneously or separate).

Hazards	Groups of People at Risk from the Hazards Identified	Probability	Severity	Risk Category	Control Measures
Structural Failure	Instructors, staff and guest/participants	Very unlikely	Fatal	Low	Towers build by approved contractors and external annual inspection are carried out. Quarterly structural checks are carried out.
Falling objects	Instructors, staff and guest/participants	Unlikely	Major	Medium	Group briefed to empty pockets. All equipment at top of tower secured. Guests briefed on how to stand if objects fall to protect themselves.

Unauthorized access to Towers	Instructors, staff, guest/participants and general public	Very likely	Fatal	Low	Tower doors locked and shut when not in use. Only access to towers is via a trained member of staff. No access signs clearly displayed.
Rope burns	Instructors, staff and guest/participants	Unlikely	Minor	Low	Group briefed on correct clothing. Instructor supervises guests contact with rope. Instructors are trained in safe lowering practices of lowering slowly and smoothly.
High level fall	Instructors, staff and guest/participants	Very Unlikely	Fatal	Low	Detailed in-house training & assessment are carried out on activity staff to ensure safe practice is used for the activities. Correct use of all equipment. All PPE checked and recorded monthly. Instructors ensure participants are wearing all PPE before partaking in the assisted climbing activities. See supporting documents for safety practices.
Low level fall	Instructors, staff and guest/participants	Unlikely	Major	Medium	Instructors belay and managed the rope systems to ensure a tight rope is maintained while climbing.
Environmental Hazards	Instructors, staff and guest/participants	Very likely	Fatal	Medium	All participants are briefed on proper clothing for the current weather conditions. Towers not used or sessions cancelled in the event of thunder & lightning (activities can resume 30mins after last thunder was heard) or winds above force 9 (50mph)
Slips, trips and falls	Instructors, staff and guest/participants	Likely	Minor	Medium	Maintenance of site, instructor visually checks area upon arrival. General brief

					and group management is provided by instructors ensure play is safe.
Soft tissue injury	Instructors, staff and guest/participants	Unlikely	Minor	Low	Instructor aware of group's capabilities. Warm up/warm down as needed.
Physiological effects	Guest/participants	Very unlikely	Major	Low	Instructors aware of groups needs and medical issues. Challenge by choice brief is given and instructors will respect participates choices and be sensitive and adapt to participates reactions to the activity they are invited to participate in.
Equipment/rope system failure	Instructors, staff and guest/participants	Very Unlikely	Fatal	Low	All activity equipment and PPE is checked and recorded monthly. The rope systems are set up and operated by trained staff.
Manual Handling	Instructors	Unlikely	Minor	Low	All staff complete in-house Health and Safety training which includes manual handling and senior staff are to help ensure and correct lifting practices.
Stress / Panic Attack	Guest/participants	Likely	Major or traumatizing	Low	Challenge by choice brief is given and instructors will respect participates choices. Instructors will air on the side of caution if participants start to panic or have strong emotional reaction to the activity the instructors will react quickly to ensure the level of stress is brought back down to acceptable level. This should help ensure the activity runs well for all those involved.
Helmet suspension (caught on an element)	Instructors, staff and guest/participants	Likely	Major	Medium	Lowering practices taught that prevents helmets catching e.g. slow careful lowering of participants in the correct position.

Risk Assessment Activity – Campfire

Pioneer Centre	Assessed by: James Kniffen				Assessed:	Next Review Date
					01/03/21	03/01/22
<p>Overview: Campfires take place in the Forest/Moonlight sites in specially prepared areas. Fires are kept small/medium so as to remain easily manageable yet still fun. The instructors will have been in-house trained who are leading the session.</p>						
Hazards	Groups of People at Risk from the Hazards Identified	Probablilty	Severity	Risk Category	Control Measures	
Slips & trips	Instructors, staff and guest/participants	Unlikely	Major	Low	Recorded monthly inspection of site. Instructors visually check site upon arrival. Group walked over in controlled manner. A clear boundary around the fire marks distance from fire that is to be kept to and instructors monitor group to ensure this is kept to.	
Burns	Instructors, staff and guest/participants	Unlikely	Major	Medium	Bucket of water and fire blanket always available on session. Procedure in place to safely escort group from fire area at end of session. Clear boundary to keep group from being too close to fire. Only trained instructors feed fire.	
Foreign objects flying out of fire	Instructors, staff and guest/participants	Very unlikely	Major	Low	Only wood burnt on fire. Group briefed as not to throw things onto fire. Safe distance from the fire is ensured by instructors.	

Smoke inhalation	Instructors, staff and guest/participants	Likely	Minor	Low	Only clean wood burnt. Fire kept fed to limit smoke. Group moved out of wind direction if needed.
Allergic reaction (banana eating challenge)	Instructors, staff and guest/participants	Very Unlikely	Fatal	Low	Group sheets checked to see if any known allergies. Liaison staff check with group leaders to check for issues.

Risk Assessment Activity – Caving

Pioneer Centre	Assessed by: James Kniffen				Assessed:	Next Review Date
					08/01/20	08/01/21
<p>Overview: Caving takes place in a man-made wooden tunnel system with three fibre-glass sections within a wooden building. The instructors will have been in-house trained who are leading the session. Preferred Staff to client ratio 1:12 with a maximum of 1:16.</p>						
Hazards	Groups of People at Risk from the Hazards Identified	Probability	Severity	Risk Category	Control Measures	
Slips, trips and falls	Instructors, staff and guest/participants	Likely	Minor	Medium	Recorded monthly safety checks, instructor first aid trained, with first aid kit readily available. General group management is provided by activity instructor.	
Fingers trapped under emergency hatches	Instructors, staff and guest/participants	Unlikely	Major	Medium	Marked hatches, guests warned of danger and instructed only to bang on hatches and not try and push them open.	
Abrasions from tunnel walls & ceiling	Instructors, staff and guest/participants	Likely	Minor	Low	Recorded monthly safety checks of equipment and caving systems. Participants wear helmets and kneepads.	
Participants getting stuck	Instructors, staff and guest/participants	Very unlikely	Medium	Low	Test holes used at start of session. Instructor supervises smaller tunnels and clear instructions are given on proper use. False ceiling can be lifted in	

					smallest tunnels to get stuck participants out.
Falling down open hatches	Instructors, staff and guest/participants	Very Unlikely	Major	Low	Safe walkways are clearly marked. Hatches shut during session. Building locked shut when not in use.
Fire	Instructors, staff and guest/participants	Very Unlikely	Fatal	Low	Fire Alarms are in place along with emergency procedures. Emergency lights in place on the systems if participants do not hear alarms. Staff trained in emergency fire procedures.

Risk Assessment Activity – Challenge Course

Pioneer Centre	Assessed by: James Kniffen				Assessed:	Next Review Date
<p>Overview: This takes place within a designated area and is out of bounds unless instructors are present. Instructors provide supervision of the group during this activity and have been in housed trained to lead the sessions. Preferred Staff to Client ratio 1:12 with a maximum of 1:16.</p>						
Hazards	Groups of People at Risk from the Hazards Identified	Probability	Severity	Risk Category	Control Measures	
Slips, trips and falls	Instructors, staff and guest/participants	Likely	Minor	Medium	Recorded monthly safety check of site and area. Instructor visually checks area upon arrival. Guests briefed where to slow down/take extra care. Instructors are first aid trained, with first aid kit readily available. Helmets are worn by participants.	
Incorrect use of equipment/elements leading to injury	Instructors, staff and guest/participants	Unlikely	Major	Low	Guests brief on hazards as they move around the course. Instructor and group staff supervise. Helmets are worn by participants. Instructors have gone through in-house training to ensure correct use of equipment and elements.	
Unauthorized access of equipment	Instructors, staff and guest/participants	Unlikely	Minor	Low	“No Access” signs are in place on the fenced off area and gates. Guests are briefed about not accessing activities without staff.	

Equipment & Element Failure	Instructors, staff and guest/participants	Very unlikely	Major	Low	Annual inspection of course by accredited inspector. Recorded monthly safety checks of equipment and elements.
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Risk Assessment Activity – Circus Skills

Pioneer Centre	Assessed by: James Kniffen	Assessed:	Next Review Date
		01/03/21	07/01/22

Overview: This is a chance to learn new skills, juggling, stilts, trick sticks, Diablo’s, spin plates juggling. Circus skills usually takes place inside or within a contained area. The instructors will have been in-house trained who are leading the session. Preferred Staff to Client ratio 1:12 with a maximum of 1:16.

Hazards	Groups of People at Risk from the Hazards Identified	Probablilty	Severity	Risk Category	Control Measures
Sharp Objects	Instructors, staff and guest/participants	Very Unlikely	Major	Low	Recorded monthly safety check of equipment. Instructor gives group brief on rules and safe use of equipment and supervises the session.
Slips, trips and falls	Instructors, staff and guest/participants	Likely	Minor	Low	Instructors pick suitable venues and do a visually check of it. Instructors keep control of group and address issues that arise quickly.
Incorrect use of equipment	Instructors, staff and guest/participants	Unlikely	Minor	Low	Group briefed on correct use of equipment and supervised throughout the session by instructors. Equipment packed away at the end of session.
Fire	Instructors, staff and guest/participants	Very unlikely	Major	Low	Fire alarms and procedures are in place and staff trained to carry out procedures.

Risk Assessment Activity – Climbing

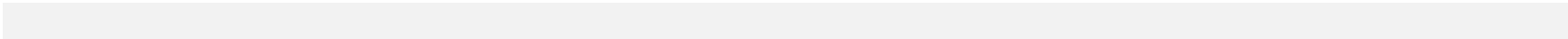
Pioneer Centre	Assessed by: James Kniffen	Assessed:	Next Review Date
		01/03/21	07/01/22

Overview: Climbing is carried out on three purpose built towers supplied and erected by JM Adventure and Adventure Rope Co Ltd. An annual inspection is carried by High Times Technical Consultants. Regular monthly inspection checks are also carried out on equipment by activities staff as well as a quarterly structural check. A qualified Winter Mountaineering and Climbing Instructor (WMCI) Chief Instructor has overall responsibility. All other instructors are RCI or CWI qualified, or in-house trained using NGB recognized techniques. An examination to check competency of staff is completed on each staff member by the external and independent Technical Advisor. This process is periodically checked and validated by the Technical Advisor and senior staff members do continual monitoring throughout the year. Preferred Staff to Client ratio is 1:12 and a maximum of 1:16 under supervision (under instruction 1: 2 instructor to climber ratio). All appropriate personal protective equipment is worn during sessions.

Hazards	Groups of People at Risk from the Hazards Identified	Probability	Severity	Risk Category	Control Measures
Structural Failure	Instructors, staff and guest/participants	Very unlikely	Fatality	Low	Towers built by approved contractors and external annual inspections are carried out. Quarterly structural checks are carried out.
Falling objects	Instructors, staff and guest/participants	Unlikely	Major injury	Medium	Group briefed to empty pockets. All equipment at top of tower secured. Guests briefed on how to stand if objects fall to protect themselves.
Unauthorized access to Towers	Instructors, staff, guest/participants, and general public	Very likely	Fatality	Low	Tower doors locked and shut when not in use. Only access to towers is via a trained member of staff. No access signs clearly displayed.
Rope burns	Instructors, staff and guest/participants	Unlikely	Minor injury	Low	Group briefed on correct clothing. Instructor supervises guests contact

					with rope. Instructors are trained in safe lowering practices of lowering slowly and smoothly.
High level fall	Instructors, staff and guest/participants	Very Unlikely	Fatal	Low	Detailed in-house training & assessment are carried out on activity staff to ensure safe access and practice is used for the activities. Correct use of all equipment. All PPE checked and recorded monthly. Instructors ensure participants are wearing all PPE before using the climbing routes. See supporting documents for safety practices.
Low level fall	Instructors, staff and guest/participants	Unlikely	Major injury	Medium	Instructor supervises belaying to ensure tight rope is maintained while climbing. Particular attention paid when taking first steps up wall (e.g. tight rope on climber) to ensure in the event of a fall the climber will be caught by the rope.
Environmental Hazards	Instructors, staff and guest/participants	Very likely	Fatal	Medium	All participants are briefed on proper clothing for the current weather conditions. Towers not used or sessions cancelled in the event of thunder & lightning (activities can resume 30mins after last thunder was heard) or winds above force 9 (50mph)
Slips, trips and falls	Instructors, staff and guest/participants	Likely	Minor injury	Medium	Maintenance of site, instructor visually checks area upon arrival. General brief and group management is provided by instructors ensure play is safe.

Soft tissue injury	Instructors, staff and guest/participants	Unlikely	Minor injury	Low	Instructor aware of group's capabilities. Warm up/warm down as needed. Gentle climbing first.
Physiological effects	Guest/participants	Very unlikely	Major injury	Low	Instructors aware of groups needs and medical issues. Challenge by choice brief is given and instructors will respect participates choices and be sensitive and adapt to participates reactions to the activity they are invited to participate in.
Stress / Panic Attack	Guest/participants	Likely	Major injury or trauma	Low	Challenge by choice brief is given and instructors will respect participates choices. Instructors will air on the side of caution if participants start to panic or have strong emotional reaction to the activity the instructors will react quickly to ensure the level of stress is brought back down to acceptable level. This should help ensure the activity runs well for all those involved.
Helmet suspension (caught on an element)	Instructors, staff and guest/participants	Likely	Major injury	Medium	Lowering practices taught that prevents helmets catching e.g. slow careful lowering of participants in the correct position.



Risk Assessment Activity – Disco

Pioneer Centre	Assessed by: James Kniffen				Assessed:	Next Review Date
					01/03/21	07/01/22
<p>Overview: This is an instructor-led activity, taking place in Thunder Bay and occasionally in other meeting venues on site. Staff that run the session have been in house trained. On occasions this activity can be used by groups “Group Led” and activity staff set up, turn on, explain how the equipment works to ensure equipment is used properly.</p>						
Hazards	Groups of People at Risk from the Hazards Identified	Probability	Severity	Risk Category	Control Measures	
Slips, trips and falls	Instructors, staff and guest/participants	Likely	Minor	Low	Instructors brief group at the start of the session with safety rules and make sure area is clear and clean. Wild dancing will be stopped immediately, and the dance floor cleaned if spillages happened.	
Effect of Flashing lights	Instructors, staff and guest/participants	Unlikely	Medium	Low	Staff check with group leaders if anyone is known to be at risk. Strobe lighting is not used.	
Asthma	Instructors, staff and guest/participants	Unlikely	Major	Low	Group sheets checked to see if any known asthmatics. Liaison staff check with group leaders to catch any issues and make suitable changes and adaptations.	
Fire	Instructors, staff and guest/participants	Very unlikely	Major	Low	Fire alarms and procedures are in place and staff trained to carry out procedures.	

Noise levels –
damage to ears

Instructors, staff and
guest/participants

Likely

Medium

Low

Staff have been trained to set the volume to an acceptable volume level. The staff check with group leaders if anyone is known to be at risk to high noise levels, and if so, the volume brought down to a level that accommodates those at risk in the group.

Risk Assessment Activity – Fencing

Pioneer Centre	Assessed by: James Kniffen				Assessed:	Next Review Date
					01/03/21	07/01/22
<p>Overview: Pioneer is approved by British Fencing. Instructors will be trained by the B.F. instructors to club leader standard and also in-house trained. All procedures are in accordance with B.F. guidelines. All appropriate personal protective equipment is worn during sessions. Equipment is maintained on a regular basis. Preferred Staff to Client ratio 1:12 with a maximum of 1:16 (14 Fencing at any one time).</p>						
Hazards	Groups of People at Risk from the Hazards Identified	Probability	Severity	Risk Category	Control Measures	
Sharp objects – falling or walking into	Instructors, staff and guest/participants	Very unlikely	Disablement	Low	Recorded monthly safety checks. All foils must have rubber button on end. Masks, jackets and gloves must be worn while handling foils. Instructor briefs group on safety rules, provide group management and ensure equipment stays fit for use on session.	
Slips, trips and falls	Instructors, staff and guest/participants	Likely	Minor	Low	Instructor visually checks area upon arrival. Participants are briefed of hazards.	
Unauthorized access to equipment e.g. foils	Instructors, staff and guest/participants	Very unlikely	Fatal	Low	Equipment like foils are locked away when not in use or when an instructor is not going to be present.	
Incorrect use of equipment	Instructors, staff and guest/participants	Unlikely	Major	Low	Instructor supervises all use of equipment. Participants briefed in detail on use of fencing equipment and managed by instructor.	

Foils hitting or pocking face and neck

Instructors, staff and guest/participants

Unlikely

Major

Low

Instructors always brief the group to keep masks down in the active fencing zones and also to always face partner and never turn away.

Risk Assessment Activity – Giant Swing

Pioneer Centre	Assessed by: James Kniffen			Assessed:	Next Review Date
				01/03/2021	07/01/22
<p>Overview: Giant Swing was purpose built by JM Adventures (approved contractor) March 2020. The Giant Swing is 11-meter giant swing and is suitable for participants between 20kg and 120kg. Trained staff do a check at the beginning of the day, when used, to ensure all equipment and elements are in good working order. There is annual independent inspection by High Times Ltd. A quarterly inspection of the structure is carried out by trained staff and recorded. All the equipment inspection procedures are established and overseen by the Chief instructor who has the Winter Mountaineering and Climbing Instructor (WMCI). Staff are in-house trained and assessed. Preferred Staff to Client ratio 1:12 and a maximum of 1:16 under supervision (under instruction 1:1 / 2:1 ; 1:2 / 2:2 or 1:3 / 2:3 instructor to client for doing the Giant Swing).</p>					
Hazards	Groups of People at Risk from the Hazards Identified	Probablity	Severity	Risk Category	Control Measures
Structural Failure	Instructors, staff and guest/participants	Very unlikely	Fatal	Low	Giant Swing structure was built by approved contractors and external annual inspections are carried out. Quarterly structural checks are carried out. Structure built of a suitable material.
Falling objects	Instructors, staff and guest/participants	Unlikely	Major	Medium	Group briefed to empty pockets. Guests briefed on how to stand if objects fall to protect themselves. Safe areas clearly and marked with a physical barrier (fence).
Unauthorized access to the Giant Swing	Instructors, staff, guest/participants and general public	Likely	Fatal	Low	When not being used on session the ladders are removed and padlocked away. Also, elements required to pull participants back is removed.

Slips, trips and falls	Instructors, staff and guest/participants	Likely	Minor	Medium	Maintenance of site, instructor visually checks area upon arrival. General brief and group management is provided by instructors ensure play is safe. Gravel base suitable for activity. Solid and stable platform for accessing the swing bar.
Swinging on the bar or climbing access poles without being clipped into the bar or secured with belay	Instructors, staff and guest/participants	Unlikely	Fatal	Low	An Instructor is present during the session and is the only person to clip the participants into the bar and secures a secondary safety connection. The instructor checks the harness and helmet before participants are connected to the swing bar. When not in use ladders and swing stored away by securing them to a fixed point.
Pulley/hoist system locking up/jamming	Instructors, staff and guest/participants	Very Unlikely	Major	Low	Daily visual inspection before use is done in detail to ensure smooth running of the pulley/hoisting system. Safe securing of the pulling rope enables access to unjam or unlock pulley system.
Finger caught in pulley	Instructors, staff and guest/participants	Unlikely	Major	Low	Staff are trained on safe practice and will make clear how to handle and use the rope pulley system and monitor and correct use of rope pulley system
Over raising swing which could lead incorrect use (damage elements, equipment that could lead to other	Instructors, staff and guest/participants	Likely	Major	Medium	Staff are trained on max height for raising participants. They will monitor the hoisting team and progress of the swing. If raised too high staff can very easily lower swing to the right height.

issues and
compromise safety)

Equipment failure / malfunction	Instructors, staff and guest/participants	Unlikely	Major	Low	PPE and other equipment visually check before use and a further monthly check take place and is recorded to ensure equipment is in good working order. Any suspect equipment is immediately taken out of use and replace. Quarterly inspections of the structure and its elements are carried out and recorded and an annual independent inspection is carried out and issues raised followed up on as appropriate.
Physiological effects	Guest/participants	Unlikely	Major	Low	Instructors aware of groups needs and medical issues. Challenge by choice brief is given and instructors will respect participates choices and be sensitive to participates reactions to the activity they are invited to participate in. Control on when release is made is with participants.
Stress / Panic Attack	Guest/participants	Likely	Major or traumatizing	Low	Challenge by choice brief is given and instructors will respect participates choices. Instructors will air on the side of caution if participants start to panic or have strong emotional reaction to the activity the instructors will react quickly to ensure the level of stress is brought back down to acceptable level. This should help ensure the activity runs well for all those involved.
Medical issues – pregnant, heart	Instructors, staff and guest/participants	Likely	Major	Low	Instructors brief participants making them aware that no one should be put

complaint, spinal injury or weak spine or medical conditions that could be exacerbated by s						on the swing if have any issues that could be exacerbated by sitting in a harness.
Long Hair/Loose Clothing caught in elements of the activity and causing harm	Instructors, staff and guest/participants	Likely	Major			Instructors to ensure participants tie their hair back and loose clothing removed or zipped up before participants start the activity.
Obstacle, including platform or other participants in path of swing area	Instructors, staff and guest/participants	Likely	Major	High		Instructors to brief on where to stand and highlight areas that they are not allowed to go. Area is clearly marked with the safely fence. Activity is stopped if public/guests or participants access activity over the fencing. Platform is moved out of the swing path prior to commencing the pulley system. Participants not allowed to touch or hold pulley system until instructor has safely clipped in participants moved platform.
Human error- in correct clipping of the harness to bar	Instructors, staff and guest/participants	Unlikely	Major	Low		Staff appropriately trained and monitored, and two points of connection are used to help ensure participants are clipped in before being hoisted up to height.
Weather hazards – including lightening, and strong winds	Participants	likely	Major	High		All participants are briefed on proper clothing for the current weather conditions. The swing will not be used or sessions cancelled in the event of thunder &

lightning (activities can resume 30mins
after last thunder was heard) or winds
above force 9 (50mph)

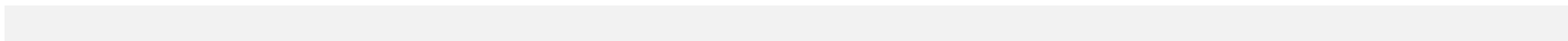


Risk Assessment Activity – High Ropes

Pioneer Centre	Assessed by: James Kniffen				Assessed:	Next Review Date
					01/03/21	07/01/22
<p>Overview: The three High Ropes courses have an annual inspection which is carried by High Times Technical Consultants that ensure the courses are in safe working order. Regular monthly inspection checks are also carried out on equipment by activities staff as well as a quarterly structural check. All rope techniques, together with equipment and its life inspection procedures are established and overseen by a Winter Mountaineering and Climbing Instructor (WMCI) Chief instructor. Staff are in-housed trained using NGB recognized techniques and all other instructors are RCI, CWI or ERCA qualified. An examination to check competency of full-time staff is completed on each staff member by the external and independent Technical Advisor. This process is periodically checked and validated by the Technical Advisor and senior staff members do continual monitoring throughout the year. Preferred Staff to Client ratio is 2:12 and a maximum of 2:16 under supervision (under instruction 1: 1 instructor to climber ratio).</p>						
Hazards	Groups of People at Risk from the Hazards Identified	Probability	Severity	Risk Category	Control Measures	
Structural Failure	Instructors, staff and guest/participants	Very unlikely	Fatal	Low	High Ropes Courses have an external annual inspection. Quarterly structural checks are carried out.	
Falling objects	Instructors, staff and guest/participants	Unlikely	Major	Medium	Group briefed to empty pockets. All equipment at top of the elements is secured. Guests briefed on how to stand if objects fall to protect themselves.	
Unauthorized access to High Ropes Courses	Instructors, staff, guest/participants and general public	Very likely	Fatal	Low	Fencing surrounds High Ropes courses with a dedicated gate. There is 'no access' signs on the surrounding fencing and participates are told not to	

					entered fenced activity areas without staff. All staples and ladders are locked away when area is not in use and instructors are not present.
Rope burns	Instructors, staff and guest/participants	Unlikely	Minor	Low	Group briefed on correct clothing. Instructor supervises guests contact with rope. Instructors are trained in safe lowering practices of lowering slowly and smoothly.
High level fall	Instructors, staff and guest/participants	Very Unlikely	Fatal	Low	Detailed in-house training & assessment are carried out on staff to ensure safe practice is used for activities. Instructors ensure correct use of all equipment. All PPE checked and recorded monthly. See supporting documents for safety practices. A clear briefing on when participants can start an activity. Instructors ensure participants are wearing all PPE be for partaking in the HRC.
Environmental Hazards	Instructors, staff and guest/participants	Very likely	Fatal	Medium	All participants are briefed on proper clothing for the current weather conditions. High Ropes Courses not used or sessions cancelled in the event of thunder & lightning (activities can resume 30mins after last thunder was heard) or winds above force 9 (50mph)
Slips, trips and falls	Instructors, staff and guest/participants	Likely	Minor	Medium	Maintenance of site, instructor visually checks area upon arrival. General brief and group management is provided by instructors ensure play is safe.

Soft tissue injury	Instructors, staff and guest/participants	Unlikely	Minor	Low	Instructor aware of group's capabilities. Warm up/warm down as needed.
Physiological effects	Guest/participants	Very unlikely	Major	Low	Instructors aware of groups needs and medical issues. Challenge by choice brief is given and instructors will respect participates choices and be sensitive and adapt to participates reactions to the activity they are invited to participate in.
Stress / Panic Attack	Guest/participants	Likely	Major or traumatizing	Low	Challenge by choice brief is given and instructors will respect participates choices. Instructors will air on the side of caution if participants start to panic or have strong emotional reaction to the activity the instructors will react quickly to ensure the level of stress is brought back down to acceptable level. This should help ensure the activity runs well for all those involved.
Helmet suspension (caught on an element)	Instructors, staff and guest/participants	Likely	Major	Medium	Lowering practices taught that prevents helmets catching e.g. slow careful lowering of participants in the correct position.



Risk Assessment Activity – Inflatables (Indoors)

Pioneer Centre	Assessed by: James Kniffen				Assessed:	Next Review Date
					01/03/21	07/01/22
<p>Overview: The inflatable obstacle course offers two people the opportunity to compete over a 20 metre course consisting of tunnel, narrow obstacles, slide and cargo net capable of being separated into 3 sections. This instructed activity takes place in the Sports Hall on site at Pioneer Centre. The session also offers inflatable 'Slam Dunk' (basketball) & 'Beat The Goalie' (football) elements. Staff that run the sessions are in house trained. Staff to Client ratios is 2 or more staff depending upon the group size. Maximum number of participants is 60.</p>						
Hazards	Groups of People at Risk from the Hazards Identified	Probabllity	Severity	Risk Category	Control Measures	
Slips, trips and falls	Instructors, staff and guest/participants	Likely	Minor	Low	A brief is given of the safety rules to ensure proper use of courses and spotters and crash matts are positioned at key points around the courses. No food or drink incl. chewing gum Participants only go on course when inflated and instructors are present. Instructor run and supervise the sessions.	
Bumping into one another	Instructors, staff and guest/participants	Likely	Minor	Low	Safety talk warns about this and instructors remove participants acting boisterously. Instructor run and supervise the sessions and ensure group is following safety rules and instructions.	

Awkward landings	Instructors, staff and guest/participants	Likely	Major	Low	Instructors brief about no flips on the elements and give guidance for movement where need.
Hair caught on Velcro	Instructors, staff and guest/participants	Unlikely	Minor	Low	Instructors brief about hair being tied back and appropriate clothing.
Equipment Failure	Instructors, staff and guest/participants	Very unlikely	Major	Low	Inflatables made by registered suppliers and maintained to a good standard. Recorded monthly safety checks on all equipment. Staff in house trained in set up procedures to ensure equipment functions as it should.
Collision into walls	Instructors, staff and guest/participants	Unlikely	Major	Low	Hanging crash matts are in place where collisions are possible, and staff supervise and control group to avoid collisions.
Manual handling	Instructors & Staff	Likely	Major	Medium	Instructor training and sign off recorded to ensure correct lifting techniques via a manual handling training. Always a minimum of two instructors involved in transfer and unpacking/repacking.
Unauthorized or inappropriate use	Instructors, staff and guest/participants	Unlikely	Major	Low	Instructors always present Equipment deflated whenever not in supervised use. Sports hall locked shut when not in use.
Fire	Instructors, staff and guest/participants	Very unlikely	Major	Low	Fire alarms and procedures are in place and staff trained to carry out procedures.

Risk Assessment Activity – Initiative Exercises

Pioneer Centre	Assessed by: James Kniffen	Assessed:	Next Review Date
		01/03/21	07/01/22

Overview: There are a wide variety of activities that fall into this category requiring different levels of skills and abilities. All sessions are supervised and equipment used is regularly checked and maintained. Staff that run the session are in house trained. Preferred Staff to Client ratio 1:12 with a maximum of 1:16.

Hazards	Groups of People at Risk from the Hazards Identified	Probabllity	Severity	Risk Category	Control Measures
Slips, trips and falls	Instructors, staff and guest/participants	Likely	Minor	Low	Instructors pick suitable areas and do a visual check of them. Instructors keep control of group and address issues that arise quickly. Recorded monthly safety checks of equipment are carried out.
Incorrect use of equipment	Instructors, staff and guest/participants	Unlikely	Minor	Low	Group briefed on correct use of equipment and supervised throughout the session by instructors. Equipment locked away at the end of session.
Manual handling	Instructors, staff and guest/participants	Unlikely	Minor	Low	In house training and assessment for instructors and put through manual handling training. Guests briefed on correct manual handling, instructor ensures guests been lifted is adequately supported.

Fire	Instructors, staff and guest/participants	Very unlikely	Major	Low	Fire alarms and procedures are in place and staff trained to carry out procedures.
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Risk Assessment Activity – Low Ropes

Pioneer Centre	Assessed by: James Kniffen				Assessed:	Next Review Date
					01/03/21	07/01/22
<p>Overview: This takes place within a designated area and is out of bounds unless instructors are present. Instructors provide supervision of the group during this activity and have been in housed trained to lead the sessions. Preferred Staff to Client ratio 1:12 with a maximum of 1:16.</p>						
Hazards	Groups of People at Risk from the Hazards Identified	Probablilty	Severity	Risk Category	Control Measures	
Slips, trips and falls	Instructors, staff and guest/participants	Likely	Minor	Medium	Recorded monthly safety check of site and area. Instructor visually checks area upon arrival. Participants briefed where to slow down/take extra care. Instructors are first aid trained, with first aid kit readily available. Helmets are worn by participants.	
Incorrect use of equipment	Instructors, staff and guest/participants	Unlikely	Major	Low	Participants are briefed on hazards as they move around the course. Instructor and group staff supervise. Helmets are worn by participants. Instructors have gone through in-house training to ensure correct use of equipment.	
Unauthorized access of equipment	Instructors, staff and guest/participants	Unlikely	Minor	Low	“No Access” signs are in place on the fenced off area and gates. Participants are briefed about not accessing activities without staff.	

Equipment & Element Failure	Instructors, staff and guest/participants	Very unlikely	Major	Low	Annual inspection of course by accredited inspector. Recorded monthly safety checks of equipment and elements.
Misuse of equipment	Instructors, staff and guest/participants	Unlikely	Major	Low	Participants are briefed on use of equipment and safety rules given for each element of the course. Instructors manage the group to ensure safety and will get the group leader to help where appropriate.
Improper climbing of course elements	Instructors, staff and guest/participants	Unlikely	Major	Medium	Instructors present to ensure participants use course safely and clear briefs on acceptable use of courses is given. If participants do not listen to instructor's instructions, they will stop activity and resolve the situation.
Low level falls	Instructors, staff and guest/participants	Likely	Medium	Medium	Spotting is provided where/when necessary and helmets are worn. Guidance for coming off course are given by Instructor.
Entrapment of fingers	Instructors, staff and guest/participants	Very Unlikely	Major	Low	Ropes are threaded through chains to reduce risk of entrapment of fingers and participants are warned of areas where entrapment could be an issue.
Splinters	Instructors, staff and guest/participants	Unlikely	Minor	Low	Wood elements have been sanded to prevent and are checked in the monthly safety checks.
Cuts from wires	Instructors, staff and guest/participants	Unlikely	Minor	Low	Participants are warned about not using or holding on to wires and the monitored throughout the session.

Swinging (hitting objects)

Instructors, staff and guest/participants

Unlikely

Minor

Low

Participants are instructed of the proper use of elements. Spotting is done as needed.

Risk Assessment Activity – Night Line

Pioneer Centre	Assessed by: James Kniffen				Assessed:	Next Review Date
					01/03/21	07/01/22
<p>Overview: The Night Line is a designated activity area and out-of-bounds unless an instructor is present. Group leaders are expected to assist with the group during this activity. Preferred Staff to Client ratio 1:12 with a maximum of 1:16. The group will be blindfolded throughout.</p>						
Hazards	Groups of People at Risk from the Hazards Identified	Probablilty	Severity	Risk Category	Control Measures	
Slips, trips and falls	Instructors, staff and guest/participants	Likely	Minor	Medium	Participants are accompanied to and from the area and visual checks of the course are made by instructor upon arrival. Safety checks of course are done once a month to ensure course is in good working order.	
Bumping head on trees or course	Instructors, staff and guest/participants	Likely	Minor	Low	Participants wear helmets and instructors monitor the group and guide participants when needed to prevent injury.	
Cuts or grazes from ground	Instructors, staff and guest/participants	Unlikely	Minor	Low	Participants are brief on wearing long trousers and the general track is cleared of larger objects. Instructors present to step in a remove any objects.	
Falling off raised sections and steps	Instructors, staff and guest/participants	Unlikely	Minor	Medium	Steps have anti slip wood on steps and hand rails to use for balancing and other areas will be spotted if necessary.	

					Instructors warn of hazards when participants are approaching.
Eye irritation from goggles	Guest/participants	Very unlikely	Major	Low	Goggles are washed monthly and safety checked. Instructors will have participants remove if any irritation occurs. First aid kits contain sterile eye wash.

Risk Assessment Activity – Off-Site Walks

Pioneer Centre	Assessed by: James Kniffen				Assessed:	Next Review Date
					01/03/21	07/01/22
<p>Overview: Off site walks take place around the local area of the centre. Walks can occur both during daylight and at night. A mobile phone and/or mobile radio will be carried by the lead instructor. Each group will have two instructors that have been in-house trained and assessed. For the walk there will be instructors at the front and the back of the group and reflective jackets will be worn by instructors at all times. Staff to Client ratio 1:16, Minimum 2 instructors</p>						
Hazards	Groups of People at Risk from the Hazards Identified	Probability	Severity	Risk Category	Control Measures	
Slips, trips and falls	Instructors, staff and guest/participants	Unlikely	Minor	Low	Participants are briefed on correct footwear and the routes are checked monthly and maintained. If new hazards appear on route instructors will adapt the route. A first aid kit is carried by instructors.	
Road traffic	Instructors, staff and guest/participants	Very Unlikely	Fatal	Low	Instructors wear hi-viz jackets one at the back and one at the front of the group. Time on roads is limited to crossings and quick short sections and clear instructions are given from staff. Group is supervised by instructors.	
Live stock	Instructors, staff and guest/participants	Very unlikely	Major	Low	Areas that may contain livestock are noted and if possible avoided. Instructors brief group on how to act around livestock.	

Cold	Instructors, staff and guest/participants	Likely	Major	Low	Instructors brief group to wear appropriate clothing and carry hot water and emergency shelter/bag. Forecast is checked and used to choose appropriate walk.
Getting lost	Instructors, staff and guest/participants	Unlikely	Major	Medium	Route details and time due back are left with reception. Emergency procedures are in acted if the group are late and have not been contactable.
Above hazards risk increase with darkness	Instructors, staff and guest/participants	Unlikely	Major	Medium	Instructors to carry torches to deal with darkness.

Risk Assessment Activity – On-Site Games Indoors & Outdoors

Pioneer Centre	Assessed by: James Kniffen	Assessed:	Next Review Date
		01/03/21	07/01/22

Overview: These are instructor led activities taking place at specific open locations around the Pioneer Centre site encouraging group interaction, communication and teamwork. Included are: Wide Games; Team Games and Icebreakers

Hazards	Groups of People at Risk from the Hazards Identified	Probablility	Severity	Risk Category	Control Measures
Slips, trips and falls	Instructors, staff and guest/participants	Likely	Minor	Low	Guests warned of hazards at start of session. Games are played at an appropriate location. Recorded checks of site, instructor visually checks area upon arrival. Instructor first aid trained, with first aid kit readily available.
Site Traffic	Instructors, staff and guest/participants	Unlikely	Major	Medium	All vehicles are to be walked in and out by centre staff to ensure speed limit is kept to and caution driving is being practiced.
Collisions between people	Instructors, staff and guest/participants	Likely	Minor	Low	Participants are warned of the hazard colliding and instructors are present to keep control of the group and maintain a safe playing of planned games.
Hit with equipment	Instructors, staff and guest/participants	Unlikely	Minor	Low	Participants are spaced apart on activities involving equipment and briefed how to use the equipment properly.

Getting
lost/accidently
leaving site

Guest/participants

Likely

Minor

Low

Participants are brief on boundaries for the games as well as the site boundaries. Instructors roam site whilst games are being played to ensure boundaries are stuck to.

Risk Assessment Activity – Orienteering

Pioneer Centre	Assessed by: James Kniffen				Assessed:	Next Review Date
<p>Overview: Orienteering is instructor led activity and takes on site at the Pioneer Centre. Staff to client ratio is 1:16 with support by participants staff (e.g. teacher) and if not then the ratio goes up to 2:16.</p>						
Hazards	Groups of People at Risk from the Hazards Identified	Probability	Severity	Risk Category	Control Measures	
Slips, trips and falls	Instructors, staff and guest/participants	Likely	Minor	Low	Participants warned of hazards at start of session. Recorded checks of site, instructor visually checks area upon arrival. Instructors are first aid trained, with first aid kit readily available.	
Site Traffic	Instructors, staff and guest/participants	Unlikely	Major	Medium	All vehicles are to be walked in and out by centre staff to ensure speed limit are kept to and caution driving is being practiced.	
Getting lost/accidently leaving site	Guest/participants	Likely	Minor	Low	Participants are briefed on boundaries for the activity as well as the site boundaries. Instructors roam site whilst participants are doing the orienteering course to ensure boundaries are stuck to.	

Risk Assessment Activity – Power Fan Jump

Pioneer Centre	Assessed by: James Kniffen				Assessed:	Next Review Date
					01/03/2021	07/01/22
<p>Overview: Power Fan Jump was purpose built by JM Adventures (approved contractor) December 2019. The Power Fan Jump is 13-meter jump and is suitable for participants between 20kg and 120kg. Trained staff do a check at the beginning of the day, when used, to ensure all equipment and elements are in good working order. There is annual independent inspection by High Times Ltd. The power fan unit will be sent off, to the manufacturer for full service, every two years or 250,000 jumps whichever occurs first. A quarterly inspection of the structure is carried out by trained staff and recorded. All the equipment inspection procedures are established and overseen by the Chief instructor who has the Winter Mountaineering and Climbing Instructor (WMCI). Staff are in-house trained and assessed. Preferred Staff to Client ratio 1:12 and a maximum of 1:16 under supervision (under instruction 1:1 instructor to client for doing the Power Fan).</p>						
Hazards	Groups of People at Risk from the Hazards Identified	Probablity	Severity	Risk Category	Control Measures	
Structural Failure	Instructors, staff and guest/participants	Very unlikely	Fatal	Low	Power Fan Jump structure was built by approved contractors and external annual inspections are carried out. Quarterly structural checks are carried out.	
Falling objects	Instructors, staff and guest/participants	Unlikely	Major	Medium	Group briefed to empty pockets. Participants briefed on how to stand if objects fall to protect themselves.	
Unauthorized access to the Power fan Jump	Instructors, staff, guest/participants and general public	Likely	Fatal	Low	When not being used on session the staples are removed and stored in safe locked place. Also, the belay drope is clipped into a tracer line that is then clip above the removable staples preventing access. When not in use at all staples sorted in a locked place and	

					belay line on its tracer cord is clipped above removeable stables.
Slips, trips and falls	Instructors, staff and guest/participants	Likely	Minor	Medium	Maintenance of site, instructor visually checks area upon arrival. General brief and group management is provided by instructors ensure play is safe.
Climbing up the structure/pole without being clipped into the belay line / Drope	Instructors, staff and guest/participants	Unlikely	Fatal	Low	An Instructor is present during the session and the instructor clips the participate into the belay line/drope and checks the harness and helmet before allowing the participant to climb up the pole to the jumping platform. When not in use staples stored in a safe locked place.
Power Fan Unit jamming and/or locking up	Instructors, staff and guest/participants	Very Unlikely	Major	Low	Daily inspection before use is done which is detailed in operating procedures. Belay/drope is always used with an energy absorber.
Equipment failure / malfunction	Instructors, staff and guest/participants	Unlikely	Major	Low	Only participant's weight over 20kg and under 120kg can do the jump. PPE and other equipment visually check before use and a further monthly check takes place and is recorded to ensure equipment is in good working order. Any suspect equipment is immediately taken out of use and replace. Daily inspection for the powerfan unit are carried out which are detailed in operating procedures. The Drope / belay line is to never be knotted.
Physiological effects	Guest/participants	Unlikely	Major	Low	Instructors aware of groups needs and medical issues. Challenge by choice brief is given and instructors will respect participates choices and be

sensitive to participants reactions to the activity they are invited to participate in.

Stress / Panic Attack	Guest/participants	Likely	Major or traumatizing	Low	Challenge by choice brief is given and instructors will respect participants choices. Instructors will air on the side of caution if participants start to panic or have strong emotional reaction to the activity the instructors will react quickly to ensure the level of stress is brought back down to acceptable level. This should help ensure the activity runs well for all those involved..
Medical issues – pregnant, heart complaint, spinal injury or weak spine or medical conditions that could be exacerbated by the jump.	Instructors, staff and guest/participants	Likely	Major	Low	Instructors brief participants making them aware that no one should be jumping if have any issues that could be exacerbated by the jump.
Frozen/stuck participant	Guest/participants	Likely	Major/Minor	Low	Instructors are trained on rescue procedures and will look to build up participants that show signs of fear by using a variety of techniques including: shorter jumps, coming along side and offering reassurance, etc.
Landing wrong when reaching the ground on the jump	Instructors, staff and guest/participants	Likely	Major	Low	Instructor to give a clear brief on how to land (feet together and bend legs).
Swinging back into the pole	Instructors, staff and guest/participants	Unlikely	Major	Low	Instructors to brief on how to jump off from the platform – stepping off and no jumping. When winds reach 30mph

					or stronger the session will stop till winds die down or session cancelled. Helmets are worn by participants and checked before setting off up the pole.
Loose clothing	Instructors, staff and guest/participants	Likely	Major	Low	Instructors to ensure clothing removed/zipped up before participants are sent off to climb and jump.
Long Hair	Instructors, staff and guest/participants	Likely	Major		Instructors to ensure participants tie their hair back.
Slack in belay line /drope	Instructors, staff and guest/participants	Likely	Major	Medium	Instructors brief participants to keep the belay line / drope taut and told not to pull down on the belay line / drope introducing slack into the system.
Belay line / Drope being damaged or cut	Instructors, staff and guest/participants	Very Unlikely	Fatal	Low	Instructors to ensure participants jump at the appropriate places avoiding the belay line / drop running across the platform edge. Daily inspections ensure drope is in good working order.
Grabbing hold of platform rail or anything else when jumping.	Instructors, staff and guest/participants	Likely	Major	Medium	Instructors to brief on how to jump and the importance of committing to it and jumping clean.
Human error- in correct clipping of the belay line to the harness	Instructors, staff and guest/participants	Unlikely	Major	Low	Staff appropriately trained and monitored.



Risk Assessment Activity – Raft Building (On-Site)

Pioneer Centre	Assessed by: James Kniffen				Assessed:	Next Review Date
					01/03/21	07/01/22
<p>Overview: Rafting is carried out on our onsite pond. Sessions are led by an two instructors, one of whom must hold either a National Pool Lifeguard qualification or a nationally recognised water based rescue certificate, for example FSRT (Foundation Safety Rescue Training) qualification. All instructors will have completed in house training. Rescue bag including throw line and first aid kit present at all times . Preferred Staff to Client ratio 2:12 with a maximum of 2:16. Annual water tests undertaken to ensure water quality.</p>						
Hazards	Groups of People at Risk from the Hazards Identified	Probabillity	Severity	Risk Category	Control Measures	
Water (drowning)	Instructors, staff and guest/participants	Very Unlikely	Fatal	Low	All participants must wear buoyancy aids and helmet for this activity which are checked by trained staff. The pond area is fenced off and has “no access” and “danger deep water” sign clearly displayed on the fencing. Only trained staff can use the pond and delivery water-based activities.	
Slips & trips	Instructors, staff and guest/participants	Unlikely	Minor	Low	Areas are check monthly and a visually check is done by instructors upon arrival. Participants are brief on significant hazards.	
Equipment – knocks and bumps	Instructors, staff and guest/participants	Likely	Minor	Low	Helmets worn by participants and equipment carried in a safe manner as instructed by staff.	

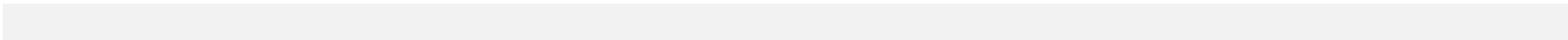
Entrapment in ropes	Instructors, staff and guest/participants	Very unlikely	Major	Low	Only logs can be tied together, rescue kit is at hand for instructors to use.
Weil's Disease	Instructors, staff and guest/participants	Unlikely	Major	Medium	Water sample to be sent off in spring and summer and autumn period to ensure water is safe. Participants briefed not to swallow water.
Algal bloom	Instructors, staff and guest/participants	Likely	Major	Medium	Staff to monitor water and report to senior staff if algae is spotted. If serious bloom has taken place water will be sent off to be tested and the raft building sessions closed until results have come back and are clear. Participants briefed not to swallow water.
Manual Handling	Instructors, staff and guest/participants	Unlikely	Minor Injury	Low	All staff complete in-house Health and Safety training which includes manual handling. Instructors trained on how use the equipment and ensure participants correctly handle logs and barrels for the duration of the session.
Misuse of equipment (knife in rescue kit)	Guest/participants	Unlikely	Major	Low	Instructors keep rescue kit away from group.
Wound infection	Instructors, staff and guest/participants	Unlikely	Major	Low	Instructors to brief the participants that they are not to go into the water if they have any open wounds. Instructors to stop anyone who tries to go into the water if a wound is seen.

Risk Assessment Activity – Wheelchair Abseiling

Pioneer Centre	Assessed by: James Kniffen			Assessed:	Next Review Date
				01/03/20	07/01/22
<p>Overview: Wheelchair abseil sessions are carried out on purpose built tower that has wheelchair access to the top and bottom. A Winter Mountaineering and Climbing Instructor (WMCI) qualified Chief Instructor has overall responsibility. All other instructors are RCI or CWI qualified, or in-house trained using NGB recognised techniques. An in-house examination is completed on each staff member by the Technical Advisor to sign of general competency in roped activities and further specific training is given for delivery of Wheelchair abseiling sessions. This process is periodically checked and validated by the independent Technical Advisor. Preferred Staff to client ratio are a minimum of 2 instructors for the group (any size) for the wheelchair abseil. All appropriate personal protective equipment is worn during sessions</p>					
Hazards	Groups of People at Risk from the Hazards Identified	Probability	Severity	Risk Category	Control Measures
Falling down the ramp	Instructors, carers and participants	Unlikely	Major	Medium	Instructors, carers and participants must be attached to lanyards or rope whenever the final chain barriers are removed for the participant to descend.
Falling backwards down the ramp in wheelchair	Participants	Very Unlikely	Fatal	Low	Participants firmly apply brakes after moving into position. An instructor is always behind the participant holding them steady. Participants are attached to all necessary fall prevention and fall arrest devices and ropes before final chain barriers are taken down.
Tipping over backwards in the	Participants	Unlikely	Major	Low	The ropes are carefully tied onto the chair to ensure it can't tip backwards. An instructor abseils down behind the

chair whilst lowering down the ramp						guest and can arrest any potential issues as required.
Fingers caught in equipment (wheels or other metal work)	Participants	Likely	Medium	Medium		Participants are properly briefed on their role during the descent. An instructor abseils down beside the guest to ensure no equipment is near the participant's hands.
Rope Burn	Participants, instructors and carers	Unlikely	Low	Low		All ropes are safely controlled; ensuring no large amount of slack can build up in the system. Participants and carers are properly briefed on the lowering procedure and understand what ropes will be moving and where to safely observe.
Environmental Hazards	Instructors, staff and guest/participants	Very likely	Fatal	Medium		All participants are briefed on proper clothing for the current weather conditions. Ab Slab Tower will not be used or sessions cancelled in the event of thunder & lightning (activities can resume 30mins after last thunder was heard) or winds above force 9 (50mph)
Slips, trips and falls	Instructors, staff and guest/participants	Likely	Minor injury	Medium		Maintenance of site, instructor visually checks area upon arrival. General brief and group management is provided by instructors to ensure play is safe.
Equipment / rope system failure	Participants and instructors	Unlikely	Major	Low		All equipment is inspected monthly. Staff are trained on set up and delivery and only allowed to run sessions

					without senior staff once they have been signed off.
Physiological effects	Guest/participants	Very unlikely	Major injury	Low	Instructors aware of groups needs and medical issues. Challenge by choice brief is given and instructors will respect participates choices and be sensitive to participates reactions to the activity they are invited to participate in.
Stress / Panic Attack	Guest/participants	Likely	Major injury or trauma	Low	Challenge by choice brief is given and instructors will respect participates choices. Instructors will air on the side of caution if participants start to panic or have strong emotional reaction to the activity the instructors will react quickly to ensure the level of stress is brought back down to acceptable level. This should help ensure the activity runs well for all those involved.



Risk Assessment Activity – Zipwire

Pioneer Centre	Assessed by: James Kniffen				Assessed:	Next Review Date
					02/03/21	07/01/22
<p>Overview: Zipwire - Steel cables are tensioned between purpose built poles and climbing towers. The towers, poles and wires are inspected annually by High Times Technical Consultants. Trained staff do a check of the zipstop mechanisms before the zip wires can be used for the day as recommended by the manufacturing company and the zipstops them self are sent off for annual servicing and inspection. Also, a quarterly inspection of the wires and brakebombs are carried out by trained staff. All rope techniques, together with equipment and its life inspection procedures are established and overseen by the Chief instructor who has the Winter Mountaineering and Climbing Instructor (WMCI). Staff are in-house trained and assessed. Preferred Staff to Client ratio 2:12 and a maximum of 2:16 under supervision (under instruction 1:1 instructor to client for doing the zip line).</p>						
Hazards	Groups of People at Risk from the Hazards Identified	Probablity	Severity	Risk Category	Control Measures	
Structural Failure	Instructors, staff and guest/participants	Very unlikely	Fatal	Low	Zip wire built by approved contractors. External annual inspection carried out. Monthly checks on PPE are carried out and quarterly checks on structural elements.	
Falling objects	Instructors, staff and guest/participants	Unlikely	Major	Medium	Group briefed to empty pockets. All equipment at top of tower secured. Participants briefed on how to stand if objects fall to protect themselves.	

Unauthorized access to Towers	Instructors, staff, guest/participants and general public	Very likely	Fatal	Low	Tower doors locked and shut when not in use. Access to the Towers is only allowed with a trained staff member. No access signs clearly displayed on fencing around the tower areas.
Rope burns	Instructors, staff and guest/participants	Unlikely	Minor	Low	Group briefed on correct clothing. Instructor supervises guests contact with rope. Instructors are trained in safe lowering practices of lowering slowly and smoothly.
High level fall	Instructors, staff and guest/participants	Very Unlikely	Fatal	Low	Detailed in-house training & assessment are carried out ensure safe practice is used for activity. Correct use of all equipment. All PPE checked and recorded monthly. See supporting documents for safety practices.
Low level fall	Instructors, staff and guest/participants	Unlikely	Major	Medium	Instructors belay participants down upon finishing the zip wire run by taking hold of rope they are attached and walking the participant through the lower. The instructor has hold of the rope while lowering to ensure participant is brought to the ground safely.
Environmental Hazards	Instructors, staff and guest/participants	Very likely	Fatal	Medium	All participants are briefed on proper clothing for the current weather conditions. Tower not used or sessions cancelled in the event of thunder &

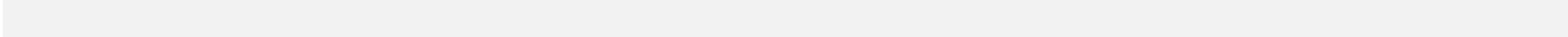
					lightning (activities can resume 30mins after last thunder was heard) or winds above force 9 (50mph)
Slips, trips and falls	Instructors, staff and guest/participants	Likely	Minor	Medium	Maintenance of site, instructor visually checks area upon arrival. General brief and group management is provided by instructors to ensure play is safe.
Soft tissue injury	Instructors, staff and guest/participants	Unlikely	Minor	Low	Instructor aware of group's capabilities. Warm up/warm down as needed.
Physiological effects	Guest/participants	Very unlikely	Major	Low	Instructors aware of groups needs and medical issues. Challenge by choice brief is given and instructors will respect participates choices and be sensitive and adapt to participates reactions to the activity they are invited to participate in.
Stress / Panic Attack	Guest/participants	Likely	Major or traumatizing	Low	Challenge by choice brief is given and instructors will respect participates choices. Instructors will air on the side of caution if participants start to panic or have strong emotional reaction to the activity the instructors will react quickly to ensure the level of stress is brought back down to acceptable level. This should help ensure the activity runs well for all those involved.
Helmet suspension (caught on an element)	Instructors, staff and guest/participants	Likely	Major	Medium	Lowering practices taught that prevents helmets catching e.g. slow careful lowering of participants in the correct position.

Risk Assessment Activity – Offsite Climbing and Abseiling

Pioneer Centre	Assessed by: James Kniffen				Assessed:	Next Review Date
					22/06/21	01/06/22
<p>Overview: Offsite Climbing and Abseiling is delivered by a qualified Rock Climbing Instructor (RCI) or higher and has responsibility for the day of delivery. Staffing Ratio 1:8 under instruction and at least two staff members present for the session. All appropriate personal protective equipment is worn during session. Sessions normally take place in the same location (Llanymynech Quarry on Cul-de-Sac Quarry crag) and will only involve single pitch climbs that are covered by the RCI qualification. Annual inspections by AALA and Technical Advisor to ensure best practice. And there are regular safety inspections of all technical equipment. A Parental consent form is filled in for each child participating which details medical details, emergency contact info, a participation statement outlining risks of participating.</p>						
Hazards	Groups of People at Risk from the Hazards Identified	Probablity	Severity	Risk Category	Control Measures	
Injury from falling or slipping on approach to climb or abseil	Instructors, staff and guest/participants	Unlikely	Major/fatal	Medium	Instructor to give clear instructions on how to approach. Instructors carefully supervise approaches and use appropriate techniques to safe guard against a slip.	
Injury from falling whilst climbing due to not being belayed or not being tied in properly	Guest/participants	Unlikely	Major/fatal	Low	Instructor to ensure no one to climbing without being belayed. Instructor to check clients tied on/clipped in properly before every climb or abseil. Instructor to belay or supervise group belaying with appropriate back ups in place.	
Injury from falling whilst climbing due to improper belay technique	Guest/participants	Likely	Major	Low	Staff to be suitably qualified and supervise group belaying.	

Injury from falling due to climb set up failure	Instructors, staff and guest/participants	Very Unlikely	Major/fatal	Low	Only qualified staff to set up climbs or set to be check before use.
Injury from rock fall (other falling objects)	Instructors, staff and guest/participants	Unlikely	Major/fatal	Low	Instructors to wear helmets and to ensure all participants were helmets in defined boundaries.
Injury from falling out of harness	Guest/participants	Very Unlikely	Major/fatal	Low	Instructors ensure harnesses are properly fitted and check again before setting off on climb or abseil. For smaller participants, a full body or chest harness will be used if instructor judges it to be necessary.
Cuts / bruises	Instructors, staff and guest/participants	Likely	Minor	Medium	Staff to carry a first aid kit to deal help deal with minor injuries.
Dehydration	Instructors, staff and guest/participants	Unlikely	Medium	Low	Instructors to make sure participants bring suitable drinks and encourage regular drinking during the session.
Heat Exhaustion/Stroke	Instructors, staff and guest/participants	Unlikely	Major	Medium	Instructors to ensure plenty of opportunity to stop and drink and taken in food and to be willing to changes plans based on the group's fitness, energy levels and motivation.
Sun burn	Instructors, staff and guest/participants	Likely	Medium	Medium	Instructors ensure participants have suitable clothing, head cover and sun cream is regularly reapplied.

Cold-Exposure/hypothermia	Guest/participants	Likely	Medium	Medium	Instructor to ensure participants have appropriate clothing before leaving centre and instructors to have spare clothing, group shelter and spare food.
Injury due to improper use of equipment	Instructors, staff and guest/participants	Unlikely	Medium	Low	Instructors to train participants how to properly use equipment and monitor them to ensure proper use.
Injury due to faulty equipment	Instructors, staff and guest/participants	Unlikely	Major/fatal	Low	Equipment regularly checked and properly maintained.
Vehicle crash	Instructors, staff and guest/participants	Unlikely	Major/fatal	Low	Drivers must have at least 2 years' experience and signed off by appropriate manager and to drive the mini-bus (with passengers must have the MIDAS training). Planned breaks for longer drives will be put in place. Vehicle checks are done on a regularly bases by H&S officer/maintenance team to ensure good working order of centre vehicles. When using a personal vehicle, it is up to the owner to ensure the vehicle is in good working order.





RISK ASSESMENT FOR DWAEC LTD

Animal in Presentation	Handled by Whom?
Snakes (boa constrictor/ pythons, Corn snake, King snakes)	Reputable Trained Staff (audience given choice to help assist in handling of the animal)
Lizards (Tegu, Bearded Dragons, Gecko's Monitor lizard)	Reputable Trained Staff (Audience given choice to help assist in handling of the animal)
Skunks	Reputable Trained Staff (Audience given choice to help assist in handling of the animal)
Meerkats/ Mongooses	Reputable Trained Staff (Audience given choice to help assist in handling of the animal)
Birds of Prey (Owls and Hawks)	Reputable Trained Staff (Audience given choice to help assist in handling of the animal)
African Pygmy Hedgehogs	Reputable Trained Staff (Audience given choice to help assist in handling of the animal)
Parrots (Macaw's, African Grey's, Cockatoo's, Amazon's)	Reputable Trained Staff (Audience given choice to help assist in handling of the animal)
Kookaburra's	Reputable Trained Staff (Audience given choice to help assist in handling of the animal)
Bugs and Insects (Snails, Cockroaches, Millipedes, Stick Insects)	Reputable Trained Staff (Audience given choice to help assist in handling of the animal)
Amphibians	Reputable Trained Staff (Audience given choice to help assist in handling of the animal)



Genet	Reputable Trained Staff
Tarantulas / Scorpions)	Reputable Trained Staff
T-Rex (walking dinosaur)	Reputable Trained Staff

All animals used in our presentations are Non-Venomous and have been chosen particularly for their temperament.

To eliminate or minimize any risks or hazards, each animal is carefully selected and is correctly handled and restrained by our zoologists. Any equipment and protective clothing needed is used, however for the animals we have in our presentation, these are not needed.

Each animal is used on a rotation basis. An animal will be removed from any handling sessions if showing any signs of stress or should it display any erratic behaviour, however because of the species we have chosen, the risk will be minimal.

We only use the number of animals capable of being managed by the number of staff available for our presentations, this dramatically reduces the number of animals used if only one presenter is available to reduce the risk of escape. Whenever possible two members of staff will be present per session to ensure an escape does not take place.

If an escape does occur, which is highly unlikely, our trained staff would invoke the standard escape procedure if the animal can not easily be found and returned to safety. Our animals are never left unattended. Each animal is put away in a secure suitable enclosure behind the display after each handling session. They are kept well away from the audience and are provided with water and food if necessary and kept under adequate temperature-controlled conditions.

We are fully aware that there will be some in our audience that have allergies or phobias to the animals we present with. We will always advise that the audience are not obliged to have any interaction with the animals; that they will have the choice whether to hold/stoke the animal or not. Those who are scared or would not like to go near the animal, simply stay seated. Our trained staff will make sure they keep the animal away from them.

We supply anti-bacterial hand gel in every presentation and will explain that these are available for every person who interacts with an animal. It is recommended that the handler does not put hand to mouth or touch any other part of their face until they have used the gel.

There is a potential for all animals to bite or scratch however our animals have been chosen for their placid temperaments. We explain the potential dangers and how to handle the selected animal, ensuring there will be no unsupervised handling. Control of the selected animal is always kept by our trained staff and they will constantly guide the participant throughout the process, ensuring that the handler and the animal are calm and happy. We will not put any member of the audience or the animal through any traumatic situation.



We have fully first aid trained staff to assist in such rare occurrences. As none of the bites or scratches if any, will be life threatening, the wounds will be encouraged to bleed, washed with clean water and will be dressed. The casualty should then have medical attention. Although we have never had an incident of this nature; we are fully competent to deal with this eventuality should it occur.

Our walking T-Rex, interactive costume is handled and controlled by two Trained members of staff. One of whom is in-side the dinosaur controlling movement and sounds, whilst the other staff member is there to insure the public follow guidelines. We confide the dinosaur experience within an enclosed area where the audience can view. We limit all our risk by having all public outside of our visible display area, allowing our dinosaur to freely move without the worry of the public being in the way. A small part of the demonstration will be interactive, with a selected few, children and adults, to come and stroke the dinosaur. This is controlled and organised by our trained member of staff.

COVID – 19

<u>Control Measure</u>	<u>How will it be achieved?</u>
Hygiene and Sanitisation	Hand sanitisers should be made available upon entrance. Clients are advised to provide hand washing facilities also to ensure that the government guidelines are followed.
Social Distancing	All parties must keep 1m+ apart. Wherever this is not possible, everyone will be required to bring and wear a mask.
Equipment	All equipment supplied and used will be disinfected before and after use.
Symptoms	If anyone in attendance is showing any symptoms of COVID 19 they are required by government guidelines to isolate. Therefore, will not be able to take part or attend the presentation
Staff	All our staff are trained and are regularly updated to follow government guidelines during the Coronavirus pandemic.

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