

Risk Assessment Activity – Off-Site Walks

Pioneer Centre	Assessed by: James Kniffen				Assessed:	Next Review Date
					10/01/2022	09/01/2023
<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.