

Risk & Operational Assessment Activities / Special Educational Needs

Next Review: Dec 2023

Centre: Whitemoor Lakes	Assessed By: Nicola Whiting (Chief instructor) Robin Jones (Senior Instructor) Chris Browning (senior instructor) Luke Austin (senior instructor)	ASSESSED	ASSESSED	ASSESSED	
		Nov 2013	Nov 2017	April 2022	
		Nov 2014	Nov 2018	March 2023	
		Nov 2015	Nov 2019		
		Nov 2016	April 2021		

Overview- As Whitemoor Lakes has the ability to cater for various special needs, both physical, educational and behavioural it is prudent to be aware of and prepared for any needs and challenges these groups may present.

STEP ONE	STEP TWO	STEP THREE	STEP FOUR	STEP FIVE
List significant hazards here:	List groups of people who are at risk from the hazards you have identified:	List the Control Measures for the identified risks:	Identify any residual risk remaining after the control measures have been put in place:	Identify any benefits that may result from exposure to the perceived and residual risk for participants:
Violence towards others	Staff, Guests, Visitors	Supervision guidelines/ requirements Duty/ on call person Night Porter Emergency call systems Child Protection Policy Child Protection Training	If carers do not respond to individual needs immediate before they harm themselves/others.	Some members of staff have additional training and experience of working with SEN groups.

Damage to property	Staff, Guests, Visitors	Special Needs Operating Procedures Normal Operating Procedures Staffing Ratios Guest information	Injury to the individual or others. Instructors can not always intervene as they have duty of care to the other group members.	Experience of activities they may not happen otherwise
Injury caused through failure to adapt to individual/group needs.	Guests	Only menial tasks will be undertaken unless young person has extensive knowledge of subject. Eg RCI to help on climbing sessions. Staff are first aid trained	The individuals not fully understanding the task.	Trusting the young person with tasks will make them feel valued
Physical and/or emotional abuse of young person/vulnerable adult.	Guests	Supervision guidelines/ requirements Duty/ on call person Night Porter Emergency call systems Child Protection Policy Child Protection Training		
Medical Emergency	Staff, Guests, Visitors	Staff are first aid trained. Details of any medical conditions are obtained prior to the young person starting.		
General YP welfare	Young person	They will have an induction. Which includes knowing who the welfare officer is for the company.		