

# Risk Assessment Activity – General

Pioneer Centre	Assessed by:	Assessed/ Reviewed:	Next Review Date
		01/02/2023	10/01/2025
Reviewed by: Josh Thompson, Head of Centre	03/02/2023		
Reviewed by: James Kniffen, Chief Instructor	10/01/2024		

**Overview:** To ensure the continued safety of staff and guests, wider factors have been considered which may impact *all* activities. Where these factors have specific relevance to individual activities, these will be recorded and addressed on the individual activity risk assessments. It is not necessary or possible to consider every unusual or freak event, however the expertise and dynamic assessment will be applied to any case that arises.

Hazards	Groups of People at Risk from the Hazards Identified	Probability	Control Measures – Reduces the severity and lowers the probability to acceptable levels
		Severity	
		Risk Category	
Infectious Disease (including covid)	Instructors, staff and guest/participants	Very unlikely	<ul style="list-style-type: none"> <li>• Good hygiene practice and sanitizer available</li> <li>• Any guest suspected to have a contagious disease would be prohibited from activity, isolated and required to be collected from site asap</li> <li>• Instructors and pioneer staff to monitor participants visible health and to be informed by any leader/responsible adult of any change to a participant’s health immediately</li> <li>• No participant should attend activity with an infectious disease, as supported by our T&amp;Cs</li> <li>• Staff to follow sickness and absence policy</li> <li>• Any activity (hard surfaces) suspected of being contaminated by an infectious disease, would be sanitized using clearly labelled and staff trained sanitizer products; appropriate separate sanitizer product to be used safely and correctly on safety PPE or ropes as required. Quarantine process can be utilized where necessary, dependent on infectious disease. Infection control process to be followed</li> <li>• Regular cleaning practices observed</li> <li>• All activities should have adequate ventilation</li> </ul>
		Fatal	
		Low	

			<ul style="list-style-type: none"> <li>• All participants (and those with parental responsibility) must determine if they are at undue risk (due to their health or vulnerability) prior to attending site and to seek medical guidance if unsure of any increased risk by participation. NO GUARANTEE IS PROVIDED to any guest that transmission can be reduced to zero, and this remains the choice of the participant.</li> <li>• The centre <i>reserves the right</i> where infection control and increased transmission are a concern to <u>reduce/increase</u> group size; session times; activity provision or type; meeting location or briefings or PPE required.</li> <li>• Any and all current government guidance will supersede guidance in this document</li> </ul>
Staff Inappropriate Use of activities	Instructors + participants	Unlikely	<ul style="list-style-type: none"> <li>• Any use of activity equipment onsite must be instructed by a uniformed pioneer centre staff member who is currently 'passed off' (recorded by senior activity staff) on the activity in use</li> <li>• Senior/Chief instructors to be made aware of intended use and where necessary a sign-up procedure to be followed</li> <li>• Activities not to be used after hours (10.30pm -7am)</li> <li>• All current operating procedures and activity risk assessments to be followed</li> <li>• Inappropriate and dangerous use will result in disciplinary procedures which may include dismissal</li> <li>• Regular monitoring of staff to ensure standards are continuously met</li> </ul>
		Fatal	
		Low	
Unauthorized Intruder	Guest/participants, and general public	Very unlikely	<ul style="list-style-type: none"> <li>• Private and closed site – trespassing taken seriously and dealt with as an urgency</li> <li>• Public path clearly marked and mistaken access redirected as necessary</li> <li>• Individually secured lodges for guest use / group leader control</li> <li>• Windows feature restrictors to reduce access</li> <li>• Main doors secured at night</li> <li>• Uniformed centre staff is a visible deterrent</li> <li>• Large number of staff living onsite provides additional deterrent</li> <li>• Suspicious activity to be raised with senior staff immediately</li> <li>• Adults to be challenged if not wearing badge (in accordance with site rules)</li> <li>• CCTV covering the vehicle access to the site, with additional CCTV which covers other areas to enable unauthorized access to be uncovered, recorded and issues resolved.</li> <li>• Carparking signage clearly indicates no unauthorised parking</li> <li>• Police can be called by staff or guests, where concerned</li> <li>• Good relationship with local neighbours</li> </ul>
		Fatal	
		Very Low	

Challenging Behaviour of participant during an activity	Instructors, staff and guest/participants	Unlikely	<ul style="list-style-type: none"> <li>• <u>Taking off or loosening safety equipment</u>, in particular height safety equipment – staff to stop the session immediately and address the issue. If participant does not comply if there is imminent danger to life then physical intervention is needed. Any physical intervention would require immediate backup from group leader and additional pioneer centre staff. Session would be ended, and extreme caution before any other session with the participant who exhibited the challenging behaviour would be considered.</li> <li>• Behavioural issues should be identified and reported to instructor prior to session starting</li> <li>• Additional assistance where a group leader knows behavioural issues are a concern – this should also be discussed with options and solutions with the instructor in charge prior to session</li> <li>• De-escalation where possible should be employed by pioneer staff and guest leaders</li> <li>• <u>Physical violence</u> against pioneer staff will not be tolerated, and as per site T&amp;Cs any guest who harms another staff member or guest would be required to leave site</li> <li>• Police to be involved as necessary</li> </ul>
		Fatal	
		Medium	
Lost child	Participant – child only	Likely	<p><i>Pioneer is a large site and there is potential for a child to either get lost on site or wonder off site. Also, with some groups who bring children who have challenging behaviour there is an increased risk of a child trying to run away with subsequent difficulty locating them.</i></p> <ul style="list-style-type: none"> <li>• Safety brief on arrival for all activity groups, highlighting boundary and safe areas. Also, reception is identified in case they are lost and want to ask for help.</li> <li>• Maps and signage placed around site</li> <li>• Unauthorised areas clearly marked to restrict accidental access</li> <li>• Locked / secured buildings, with security procedures to ensure reduced unauthorised access</li> <li>• CCTV can be used to note times, locations and directions of individuals lost</li> <li>• Site boundaries are fenced and marked</li> <li>• Groups have duty of care at all times, and should attend in correct supervisory ratios in accordance with the needs and behaviours of the group</li> <li>• Pioneer Staff will aide any search, using knowledge of locale and site, to find any lost child.</li> <li>• <b>Lost child protocol</b> to be followed including necessary steps of contacting police</li> </ul>
		Fatal	
		Medium	

			<ul style="list-style-type: none"> <li>• A child that is lost (not directly supervised) has the increased risk of injury/death from drowning in waterways (or mini lake on site) or being hit by a vehicle.</li> <li>• Onsite speed limits and monitored vehicle access is applied which reduces risk to any lost child whilst onsite</li> <li>• Locating a lost child is a key priority in reducing risk and harm</li> <li>• Restraint techniques maybe needed where the safety of a runaway child is at risk; the group leader should be able to provide professional help in this case. Pioneer staff will aide where it is possible and safe to do so.</li> <li>• Regular checks on group numbers are made by instructing staff. This should also be undertaken by group leaders</li> <li>• Group leaders are required to be in loco parentis at all times (as agreed in our site T&amp;Cs) and must remain responsible for children in any free time.</li> </ul>
Activity use under influence of drugs/alcohol/medication	Staff and guests	Unlikely	<ul style="list-style-type: none"> <li>• Activities cannot be used under the influence of drugs and alcohol</li> <li>• Staff subject to disciplinary procedures, including dismissal</li> <li>• No alcohol or drugs available on site, and guests required to leave if this rule is broken (as per T&amp;Cs)</li> <li>• Staff monitor participants and would refuse use of activities should they have concerns over anyone acting as though they are under the influence, staff decisions are final</li> </ul>
		Fatal	
		Medium	
Night-time usage – High ropes and raft build	Staff	Likely	<ul style="list-style-type: none"> <li>• Adjusting, checking and correcting PPE must be completed in a well-lit area</li> <li>• All external lighting should be switched on before using any activity area</li> <li>• Activities dynamically risk assessed and activity would not go ahead unless the group, weather and conditions are favourable and no additional hazards or risk presented</li> <li>• Alternative activities are made available as first choice</li> <li>• No activity should be undertaken where staff or participants are tired</li> <li>• Activities between 10.30pm – 7am are prohibited</li> </ul>
		Fatal	
		High	
External use – non site inducted instructors	Guests	Likely	<ul style="list-style-type: none"> <li>• Instructors to be uniformed when leading any activity group to help visibly identify where unauthorised use of an activity occurs</li> <li>• Unauthorised use to be reported to senior staff immediately</li> <li>• Serious breaches may result in participant having to leave site</li> <li>• Safety briefings and information to groups is clear on use of activity equipment</li> </ul>
		Fatal	
		High	
Extreme Weather	All	Likely	<ul style="list-style-type: none"> <li>• Certain activities are not to be used in extreme weather (like lightening or high winds)</li> <li>• During extremes in temperature, action plans are followed. This might result in activities changes. High heat, involves hydrating, taking shade and additional breaks; Low Cold, involves ensuring correct warm layers, using</li> </ul>
		Fatal	
		Medium	

			<p>indoors, regular checks on physical appearance of group and active moving around sessions</p> <ul style="list-style-type: none"> <li>• Kit lists are available online to ensure participants know the correct clothing to be brought. Centre does not provide clothing, and this is highlighted to guests.</li> </ul>
Health Conditions and pre-existing injuries	Guests	Likely	<ul style="list-style-type: none"> <li>• Health participation restrictions are in place and may be different for different activities – individual activity risk assessments should be consulted</li> <li>• Attending groups MUST have signed medical consent forms and detailed medical histories, as per T&amp;Cs</li> <li>• Group leaders/teachers to report to liaison any existing injuries which are then highlighted to the group instructor and programs may be altered accordingly</li> <li>• All our activities require participants to have good health, and the instructing staff will monitor participation and address concerns</li> <li>• The inherent risk of participation is identified</li> <li>• No participant to enter the mini lake (raft building activity) with an open wound as this can lead to secondary infection</li> <li>• Any participant who is pregnant, has a heart or back condition or any other health condition which would be exacerbated by participation in the activity should raise this prior to starting the activity and may be prohibited from the activity where a safety concern is noted by the instructor</li> <li>• Any participant using medication which can affect their ability to follow instruction, or which may affect them safely participating in the activity should be raised prior to starting the session</li> </ul>
		Major	
		High	