

Covid-19 restarting face to face Scouting risk assessment

Name of Section or Activity	Thriftwood Building v2	Date of risk assessment	1/9/20	Name of who undertook this risk assessment	Colin Tilbrook	COVID-19 readiness level transition	Red to Amber
-----------------------------	------------------------	-------------------------	--------	--	----------------	-------------------------------------	--------------

Hazard Identified? / Risks from it?	Who is at risk?	How are the risks already controlled? What extra controls are needed?	What has changed that needs to be thought about and controlled?
<p>Hazard – something that may cause harm or damage. Risk – the chance of it happening.</p>	Young people, Leaders, Visitors?	<p>Controls – Ways of making the activity safer by removing or reducing the risk from it. For example - you might use a different piece of equipment or you might change the way the activity is carried out.</p>	Keep checking throughout the activity in case you need to change it...or even stop it! This is a great place to add comments which will be used as part of the review.
Too many customers – Risk of passing it on	All	Operate an appointment system, limiting customer numbers to government /TSA Guidelines. (one group per building)	
Bringing Covid in on hands	All	Hand Gel at entrance. Encourage groups to wash hands before and after activity. Hand wash station at reception and activity toilets	
Cleaning	All	All buildings to be cleaned before group. All touch points to be sanitized(door handles, light switches, heating controls, taps etc)	
Equipment	All	All building equipment to be cleaned and sanitized before group arrives.	
Toilet Cleaning	All	Toilets will be cleaned and sanitized before group arrives. Group has own dedicated toilet but is responsible for use of and cleaning between users.	
Tuckshop	All	On-line catalogue, goods to be pre-ordered / paid for. Sweets and drinks from vending machine. Customers and staff to wear face coverings. Follow one-way system. Doors to be open. Max 4 individuals or one family. Payment via contactless card or via invoice	
Water taps – touch point transmission	All	Taps to be cleaned regularly, Customers to wash hands before and after using water taps	
Bringing Covid in	All	Customers not to travel if feeling unwell, or have symptoms of covid-19, or members of their families have symptoms of Covid-19	

Additional information can be found in the [Safety Checklist for Leaders](https://scouts.org.uk/safety) and other information at scouts.org.uk/safety

Covid-19 restarting face to face Scouting risk assessment

Hazard Identified? / Risks from it?	Who is at risk?	How are the risks already controlled? What extra controls are needed?	What has changed that needs to be thought about and controlled?
First Aid	All	Keep 2m distancing where possible. Otherwise wash hands, wear gloves and a face covering and work from behind. Use family member if possible. Remotely administer	
Payment	All	Session to be paid for in advance or via invoice. No cash to be taken	
Toilets	All	Staff and customers to use different toilets. Cleaning regularly, hand washing before and after using toilets. Harnesses to be removed before going to the toilet. Scout / Guide groups can pre-book a dedicated toilet for their group.	
Covid Tracking	All	Group leader details kept for Track & Trace. Site has NHS QR code at Reception, Oak Lodge, Village, MacFarlane, Barcwood. Everyone with the App is requested to scan in	
Indoor risk of transmission	All	All adults and youth members 11years + are required to wear a face covering when inside.	

Review: This risk assessment is for a section to move from one COVID Readiness alert level to the next, an additional risk assessment should be produced for each move proposed.

Checked by Line Manager	Name, Role / level Date	Checked by Executive	Name, Role / level Date
Approved by Commissioner	Name, Role / level Date	Approved by Executive	Name, Role / level Date
Notification of level change	Date and by who		

Additional information can be found in the [Safety Checklist for Leaders](https://scouts.org.uk/safety) and other information at scouts.org.uk/safety

Covid-19 restarting face to face Scouting risk assessment

We take personal data privacy seriously. The data in this form is used to assess the suitability for the return to face to face Scouting based on the controls put in place. The personal data in this form is used to identify the individuals who have completed and approved the risk assessment. This includes the individual who undertook the assessment, the line manager, Executive members and County Commissioner, who will all have access to this data. Scouts headquarters will retain this data for 3 years after the Covid-19 readiness level goes to 'Green' and does not return to 'Amber' or 'Red' to act as evidence of the assessment taking place. For further details on the Scouts data processing stance please visit our Data Protection Policy here. <https://scouts.org.uk/DPPolicy>.