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| **Name of Section or Activity** | This R.A. Covers General **Outdoor & Indoor** activities for 1st Bedhampton Beavers and Cubs such as Games in a large park, Night Hikes, Cooking Marshmallows outside, Christmas Craft and Christmas Games.  The covid safe location for meeting/collection is outside St Nicholas Church Hall, Bedhampton. | **Date of risk assessment** | V1.0 06/12/20 | **Name of who undertook this risk assessment** | Melissa Colwell & Judy Colwell with input from Leaders, Exec and Parents | **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?** |
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| ***Hazard*** *– something that may cause harm or damage.*  ***Risk*** *– the chance of it happening.* | *Young people,*  *Leaders,*  *Visitors?* | ***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.* | *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.* |
| **Scout Rules dictate that only those who are up to date with their Health and Safety and Safeguarding Training can participate in running an event under this risk assessment.**  Text in purple indicates material that needs to be communicated to Parents in advance. Anything the Parents need to brief their children on will be in **bold purple.** These items have been included in the supporting Parental Instructions.  Parents == Legal Guardians for the purpose of this risk assessment. | | | |
| Maintaining social distance at drop off and pick up: higher risk of infection spread if social distancing not maintained. | Young people, Leaders, General Public. | For Bedhampton this means:  \*)For Beavers and Cubs there will be a simple “stand by a cone” system to maintain distance and welcome Children to site. Parents will collect in the same manner.  \*) Parents will not enter the building (cone system will be outside) and the side doors shall be used to maintain separation with any activities going on in the other hall.  \*) Parents will be asked not to car share with anyone outside their household, keep social distancing on arrival and to **brief their children on the cone system before arrival**.  \*) Parents and their Children will be asked to wash hands thoroughly before heading off.  \*) Parents will be asked to not to “hang around” and ask questions at the start/end of meetings. We will include clear ways of asking questions (text, fb messenger, telephone) when we send out details. |  |
| Maintaining social distance during meeting: higher risk of infection spread if social distancing not maintained. | Young people, Leaders, General Public. | For Bedhampton this means:  \*) Parents will be asked not to attend if they, their children or any member of their household is isolating.  \*) In the event of a member (Adult or Young Person) is identified as having been infectious at a meeting then activities for that whole section will be suspended. Reporting of an incident will then take place as per the national guidelines.  \*) Programme planning will encourage activities to be outside when weather permits.  \*) Limiting the Group Size to a **maximum of** 5 Leaders/Helpers/Young Leaders and 15 Children inline with National Scout Guidelines.  \*) If not completed under the previous RA, parents will be asked to electronically indicate that they understand the purple instructions in this R.A. We will also at this stage ask them to re-confirm any existing health issues (including breathing issues such as Asthma) and any other special needs. Parents will be advised that the Groups Disciplinary procedures will need to be followed to protect everyone and that un-acceptable behaviours (such as one child spitting at another) would result in the Child being collected immediately. **We would ask them to appropriately brief their Child` on this.**  **There will be no tuck.** Please bring Water.  \*) Beavers or Cubs will have a low noise opening ceremony with no shouting.  \*) No contact games.  \*) Attendance Register Kept for a minimum of 21 days for Covid Track and Trace and then retained as detailed in 1st Bedhampton Scout Groups adopted data control policy. In addition the building has NHS Covid 19 App QR code \*) Adults and Young Leaders will wear face coverings when inside except when leading an activity or if exempt. |  |
| Hygiene of people: higher risk of infection spread if proper hand washing not carried out. | Young people, Leaders, General Public. | For Bedhampton this means:  \*) Children will wash/disinfect hands on arrival and departure. Parents will be asked to brief children on this.  \*) Children will wash hands after using any shared equipment (see above). |  |
| Hygiene of toilets: higher risk of infection spread if hygiene not carried out. | Young people, Leaders, General Public. | For Bedhampton this means:  \*) Ask parents for Children to use toilet before departing home.  \*) Have key to a toilet if needed. The toilet will then be cleaned/disinfected after use by a leader with disposable gloves. |  |
| Hygiene of activity equipment: Higher risk of infection spread if hygiene not carried out. | Young people, Leaders, General Public. | For Bedhampton this means:  \*) Plan program carefully to limit equipment and especially anything that is used by multiple people. If an item is to be used by more than one person then everyone needs to wash their hands at the start and end of that activity. The item should then be cleaned/disinfected or quarantined.  \*) When the evening is finished **all** equipment (including and used by just 1 young person) will be either cleaned/disinfected or quarantined. The large green and yellow buckets will be labelled as quarantine pods and will indicate equipment is not to be used until at least 3 days.  \*) Equipment will be identified and checked of its availability in advance (i.e. check its not in quarantine). If necessary, we may need to get more (e.g. buy more footballs for the sections).  \*) We may ask Parents to provide own equipment.  \*) All Surfaces and door handles will be wiped down at the end of the session and during when activities require. |  |
| Use of outdoor spaces: un-even ground, access to space less controlled, cannot be cleaned. | Young people, Leaders, | For Bedhampton this means:  \*) We will select an appropriate location for the activity such as a large park with no un-even ground. |  |
| There could be poor weather, leading to increased exposure. | Young people, Leaders, | Parents will be asked for Children to come in suitable clothes for the weather and note the meeting may be cancelled or shortened. Section leaders already hold contact details. |  |
| First Aid could be needed, leading to increased risk of infection spread. | Young people, Leaders, General Public. | Each section to ensure own first aid kit available (no sharing) including face covering and aprons available. |  |
| Badges may need to be handed out, leading to increased risk of infection spread. | Young people, Leaders, General Public. | Badges will be placed in envelopes the week before. |  |
| There may not be sufficient number of leaders leading to difficulties in maintaining ratios. | Young people, Leaders | Plan leaders in advance. If possible have more than the 3 Adults needed.  \*) Ask for Parent help. Be clear that due to numbers they can’t just turn up.  Have backup plans in case of a Adult being unwell |  |
| There may be anxious Parents/Leaders concerned about the return leading to children missing out.. There may also be children who are anxious or concerned. | Young people, Leaders, Parents | \*) Invite Parents to get in touch if they have and concerns/worries or if their children do. If needed a Zoom meeting could be arranged to help communication prior to meeting back.  \*) Section Leaders check with Leaders/Helpers their availability and concerns/worries.  \*) Ease in with a gentle programme. Not too much too quickly. |  |
| ***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.* | | | |

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| **Checked by Line Manager** | Ian Barbeary  GSL  15 Nov 20 | **Checked by Executive** | Matthew Quinn  Group Chairman  29 Nov 20 |
| **Approved by Commissioner** | Julie Stacey  District Commissioner  06 Dec 20 | **Approved by Executive** | Wayne Thomas  Deputy District Chairman  05 Dec 20 |
| **Notification of level change** | No change to level of notification. | | |

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>’.