



MARCHES FAMILY NETWORK RISK ASSESSMENT FORM



Assessment No: 2 Assessment Date: 19.03.21 Reassessed Date: 26.09.23	Location/Venue: Oaker Wood Assessor's Name: Megan Chambers	Persons involved in/affected by risk: Employees Young People Contractors	Individual assessments required (Person's Initials)/Additional assessments required: See individual risk assessments for each activity: Low Ropes Course Woodland Krypton Activity Reasons for individual/additional assessments:
Task/Activity/Area Assessed: Oaker Wood			

Hazards Identified	Current Control Measures in Place	Likelihood (with current control measures in place)	Severity of Injury	Assessed Band	Action Required? Y/N
Uneven Ground Trips and falls	Staff and CYP to be reminded to watch their footing when taking part in activities and walking between them. Staff and CYP reminded to wear suitable footwear for the terrain in email confirming attendance. Oaker Wood staff to remove large branches before session commences. If any large branches or other trip hazards are found by MFN staff	1	2	Minimal	No

	<p>whilst using the activity, they are to remove them from the main paths.</p> <p>CYP who are unsteady on their feet will be advised to use their designated member of staff to steady themselves.</p> <p>Steps have a yellow strip at the end of each step to clearly mark them. This is also stop steps being as slippery when wet.</p> <p>The session leader will carry a first aid kit with them and the group throughout. If the group is split, a first aid kit will be with each group.</p>				
Lone Working	<p>Staff and CYP reminded to stay with the group at all times.</p> <p>If the group is split into smaller groups, there will be an adequate number of staff supervising both groups, including members of staff with required training such as first aid.</p>	1	1	Minimal	No
Poor Weather	<p>CYP and staff are advised to wear suitable footwear and clothing prior to arriving at the session via email when their place/working is confirmed.</p> <p>If there are any yellow weather warnings for wind as issued by the Met Office, Oaker Wood will postpone or cancel any bookings.</p>	2	1	Minimal	No

	In the event of rain, staff from both Oaker Wood and MFN will monitor the situation before and during the session.				
Fire	<p>Session leader to remind staff of fire procedure at the start of the session.</p> <p>In the case of a fire, staff to assemble at the fire assembly point ensuring they have their CYP(s) with them. This assembly point is the car park, unless the fire's location makes it unsuitable. In this case, the assembly point will be the large clearing in front of the huts.</p>	1	1	Minimal	No
Car park	<p>Staff to arrive before parents/carers to reduce the number of moving cars in the car park. In the same manner, staff will leave after the collection of CYP.</p> <p>At the end of the session, CYP will be dismissed one at a time (except for sibling/family groups). The session leader will indicate the order in which CYP are to leave the hut. CYP will be walked from the main hut to the car of the adult collecting them.</p>	1	2	Minimal	No
Water bodies	<p>The woodland lake is located far away from the activities that MFN will take part in.</p> <p>An area close to an element on the low ropes course can fill with water after heavy rain. This will be checked before the start of a session if there has recently been rain.</p>	1	2	Minimal	No

	<p>If there is water present, all staff will be made aware in the session briefing. Any CYP who are likely to attempt to get in the water will be accompanied by a second member of staff whilst walking near the area.</p>				
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Risk Rating			Rating Action Bands		
Likelihood	X	Severity of Injury	=	Assessed Band	Control Measures
Most Unlikely (1)		No Injuries (1)		Minimal Risk (1 or 2)	Maintain existing measures
Unlikely (2)		Minor Injuries (2)		Low Risk (3 or 4)	Review control measures
Likely (3)		Serious Injuries (3)		Medium Risk (6 or 8)	Improve control measures
Very Likely (4)		Fatality (4)		High Risk (9, 12 or 16)	Improve control measures immediately and consider stopping task/activity or using venue until the risk is reduced
To establish the risk rating multiply 'Likelihood' by 'Severity of Injury'					

Action Required:	Action Completed (Name and Date):	Review Date:
Completed by (Name): Megan Chambers	Signature: <i>Megan Chambers</i> 26.9.23	
Reviewed by (Name): Rae Chambers	Signature: <i>Rae Chambers</i> 28.9.23	