

Covid-19 restarting face to face Scouting risk assessment

Name of Section or Activity	Stanford Campsite	Date of risk assessment	07/07/2020	Name of who undertook this risk assessment	Mick Hill / Eddy Hills/ Kevin Ives	COVID-19 readiness level transition	Amber
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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><i>Hazard – something that may cause harm or damage.</i></p> <p><i>Risk – the chance of it happening.</i></p>	<p><i>Young people, Leaders, Visitors?</i></p>	<p><i>Controls – Ways of making the activity safer by removing or reducing the risk from it.</i></p> <p><i>For example - you might use a different piece of equipment or you might change the way the activity is carried out.</i></p>	<p><i>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.</i></p>
<p style="color: red;">For the foreseeable future there will be no Camping / Overnight Experiences.</p> <p>Parent permission must be obtained prior to resumption and participation in any Scouting activity. Each Section must maintain a register of all attending members so that parents and members can be contacted if there is an incident of infection in a family member attending the campsite in the prior 7 days. Stanford Bookings Secretary must also be contacted with details as soon as this is know.</p> <p>The evening will be attended by a Warden who will monitor compliance with these rules. The Warden will have the use of the disabled toilet in the main building. All other facilities at the main building will be strictly out of bounds to all visiting Sections. The Warden will be responsible for cleaning these facilities after each session. The Warden must be contacted on arrival and departure and leader identified who will be responsible for cleaning designated toilet for their Section/ Group. (This may be someone who maintains a safe distance from the Group in question throughout the night.)</p> <p>Keys will be located in Key Safes in the disabled toilet (Key available)</p> <p>The areas of the campsite will be deep cleaned using chlorinated bleaches prior to opening. And this process will be repeated once a week, nominally on a Saturday morning to allow residual chlorine to dissipate before Monday bookings.</p>			
<p>Maintaining social distance at drop off and pick up: higher risk of infection spread if social distancing not maintained.</p>	<p><i>Young people, Leaders, Visitors, parents</i></p>	<p>All Sections visiting Stanford must pre-book with the Bookings Secretary at least 24 hours in advance.</p> <p style="color: red;">ONLY Groups that have an District approved activity risk assessment will be allowed to book.</p> <p>If there is availability the section must arrive and depart at the allotted times and restrict use to the designated area and toilet facilities.</p> <p>Any Group/ section on site who hasn't pre-booked will be asked to leave by the Warden. Numbers must be managed in line with Scout Headquarter Guidelines.</p> <p>As per usual rules Groups will assemble at the top of the lane in Old Brighton Road away from private drive ways and the Lodge.</p> <p>To maintain social distancing and contact between different sections/ groups of members a one way system will be maintained by walking down the track to the campsite keeping safe distance between each Group on the left hand side in single file to the main entrance. Those leaving the campsite via the Cuckmere gate will walk up to Old Brighton Road on the left hand side of the track again in single file returning to the drop off area away from the driveways of private houses including the Lodge. (KEEP LEFT)</p> <p>Each Group of young people/ leaders must not exceed 15. If a section is planning to have multiple Groups then the programme and risk assessment must reflect how this is going to be achieved including any extra cleaning of toilets.</p>	<p>Week days -There will be 2 sessions each evening, no more than 3 Groups per session.</p> <p>Session 1- 18.00-19.15.</p> <p>Session 2 - 19.30- 21.00</p> <p>Weekends - similar principle due to limited toilet facilities but timings varied by prior arrangement.</p> <p>Do not assemble directly outside the lodge or in private driveways, to avoid upsetting our neighbours.</p> <p>Driving down will be by exception and preauthorised by Bookings Secretary. Ideally one leader car per section.</p> <p>Section Leaders must be responsible for the behaviour of their members at all times including the drop-off and collection by parents.</p>
<p>Maintaining social distance during meeting: higher risk of infection spread if social distancing not maintained.</p>	<p><i>Young people, Leaders, Visitors</i></p>	<p>In addition to following the previous guidance on walking to and from the site, to maintain Social Distancing between members from different groups it is essential that Sections keep to their allotted areas. Movement between areas will be by pathways and not across space used by others. If Sections are planning to have multiple Groups their programme and risk</p>	<p>Warden has the right to enforce social distancing (1m plus)</p>

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		<p>assessment must demonstrate how this will be achieved. This will require pre-event planning and should be available if evidence is required at the booking secretaries or warden's discretion.</p> <p>Only open shelters can be utilised during a session by a group. Different groups will need to have different shelters. These will not be supplied by Stanford.</p> <p>Groups to use the area designated to them and not stray beyond 20 feet in any direction to avoid unnecessary contact. There is plenty of wood around all sites currently.</p> <p>Programmes and activities must be adapted to maintain social distancing.</p>	<p>Currently Headquarters have decided that groups of members should not exceed 15 and these groups must be maintained throughout the meeting including drop off and pick up.</p> <p>On booking the campsite - leaders should consider the suitability of the area available for their programmes and include this in their Risk Assessments.</p>
Hygiene of people: higher risk of infection spread if proper hand washing not carried out.	<i>Young people, Leaders, Visitors</i>	<p>Leaders should ensure that members wash or sanitise their hands at the beginning at end of sessions and where necessary throughout their session.</p> <p>Each Section should come prepared with cleaning fluids, sanitiser, and disposable wipes to clean surfaces in a suitable container that can be cleaned after use.</p> <p>Any equipment brought on site by sections for their groups must be thoroughly sanitised before sessions. Where a section has multiple groups attending then each group would be expected to have its own equipment and transported by that group's leaders.</p> <p>Young people should bring their own refreshments. All litter to be taken home afterwards.</p> <p>Water standpipes will only be used by responsible adult and cleaned before departing.</p> <p>No pets on site when there is face to face Scouting.</p>	<p>Recommend each visiting section has a designated box of hygiene materials.</p> <p>No Pets on site as they encourage more interaction across individuals and groups and potential for cross contamination.</p>
Hygiene of toilets: higher risk of infection spread if hygiene not carried out.	<i>Young people, Leaders, Visitors</i>	<p>Toilets in the toilet block will be designated as unisex.</p> <p>The urinal in the boys toilet will be out of bounds.</p> <p>Section Leaders will be responsible for ensuring that toilets are cleaned at the beginning and end of the session.</p> <p>Toilets will be cleaned hourly by the section using them and maintain records to show this has been undertaken.</p> <p>COSHH safe Cleaning materials will be provided by the site to supplement those brought by Sections.</p> <p>Section cleansing items will be transported in a suitable container which can also be cleaned after use and kept safe and secure.</p> <p>The Warden will ensure that surfaces are deep cleaned using bleach at the end of each day of use, ready for the next day. These materials will be securely stored with relevant PPE and COSHH assessment for Warden's use.</p> <p>The boys and girls facilities in the main hut will be youth members use using the small field.</p> <p>The shower facilities must not be used.</p>	<p>Leader will need to designate an adult to clean the toilets at the start and end of their session or during if the period of stay. Important to maintain safeguarding provisions throughout.</p> <p>ONLY 2 young people of the same sex to enter the designated toilet at one time.</p> <p>Adults must use Adult designated toilet. All touch points to be cleaned by every adult after use (sprayed with cleaning fluid).</p> <p>Cleaning materials and bins will provided in each designated toilet area.</p> <p>Each section will be responsible for the disposal of personal and general rubbish.</p>
Hygiene of activity equipment: Higher risk of infection spread if hygiene not carried out.	<i>Young people, Leaders, Visitors</i>	<p>It is anticipated that Sections will provide their own activity equipment. No equipment will be supplied by Stanford campsite at this time (including District Archery).</p> <p>Sections should clean activity equipment before and after group use, assigning specific items to individuals for the evening, limiting volume of equipment used, including consumables such as paper where practical. If this can't reasonably be achieved Leaders should adjust programmes to ensure that risk of infection is minimised.</p>	<p>Activity equipment can not be shared between different Groups in a 24 hour period i.e. " groups will require 2 sets of equipment which will needing cleaning after use.</p> <p>No equipment to be stored by Sections on site overnight.</p>
Use of outdoor spaces: un-even ground, access to space less controlled, cannot be cleaned.	<i>Young people, Leaders, Visitors</i>	<p>Leaders should make themselves familiar with the Campsite and the areas and facilities to enable correct choice of activity and necessary precautions. This Risk Assessment does not substitute the need for Leaders to risk assess their activity for hazards. There are the usual</p>	<p>Leader of Groups to report to Warden on arrival and departure.</p>

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		<p>hazards in a wooded and field environment hence the need to review individual risk assessments for activities and sections. Hazards include uneven ground, tree roots, brambles and insect bites.</p> <p>On leaders to brief young people on their areas, toilets and boundaries, need for personal hygiene for all participants and potential hazards..</p> <p>ONLY Groups that have an approved activity risk assement will be allowed to book.</p>	<p>Leaders are required to draw up activity risk assessments alongside the Stanford location risk assessment to be approved in advance.</p> <p>Freetime must be supervised and restricted to designated areas. Young people will remain reasonably visible to Group leaders at all times.</p>
<p>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.</p>			

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

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Notification of level change	Date and by who
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