

ACTIVITY - Archery

HAZARDS

LAST UPDATED: February each year or in response to an incident

CONTROL MEASURES

X Danger of non-archer being injured due to being hit by an arrow X An archer shot by another archer X Injury to staff moving heavy archery targets X Arrows rebounding X Injury to forearm due to bowstring striking arm X Firing arrows unsupervised X Injury extracting arrow X Walkers using the forest behind the archery range	⇒ Site checked prior to session, staff to remain at the front of the activity site and prevent others entering the area ⇒ Participants made aware of the risks associated with the activity and group briefing to emphasise safety, especially arrows only pointing at the targets ⇒ All sessions to be run in accordance with GNAS guidelines and with special consideration to safety zones and correct operational procedures. ⇒ Bow weight and size suitable for the user. ⇒ Ensure that long sleeved tops are worn, check position of arm, use arm guards where appropriate, be particularly aware with adult women ⇒ All moving of equipment to take regard of weight and the use of correct lifting techniques ⇒ Boss/target the right way up ⇒ Appropriate clothing to be worn i.e. long sleeves, forearm guards ⇒ 2 people to move the boss/target ⇒ When targets closer brief danger of arrows rebounding ⇒ Never leave arrows with bows ⇒ Staff to follow best practice and brief any visiting staff who assist ⇒ Briefing rules, address to vigilance of others in the area ⇒ Make sure everyone is clear on the 'stop' command
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EVENT SPECIFIC AND ONGOING RISK ASSESSMENT

X On going risk assessment carried out by all Peat Rigg staff regarding medical and physical limitations of all participants, weather conditions on the day and other organisations operating within the local area (e.g. Tree felling or game shooting within the local area).



X With accordance with risk assessments No 1, 2, 3 & 4.

X Briefing to ensure that any medication should be taken to the activity site.

ACTIVITY – Bush craft

LAST UPDATED: February each year or in response to an incident

HAZARDS

CONTROL MEASURES

- X** Injury whilst collecting fire wood
- X** Burns/scalds
- X** Cuts/ impaling on sharp object
- X** Falls
- X** Food poisoning

- ⇒ Designated area for collection of dead wood only.
- ⇒ Size of wood collected.
- ⇒ Fire lighting in controlled area and under supervision of instructor. Hair tied back and due regard given to wind direction
- ⇒ Pre briefing on safety rules.
- ⇒ Explain clearly the use of knives and cooking equipment.
- ⇒ Use of correct Personal Protection Equipment.
- ⇒ Briefed on areas and group control.
- ⇒ Make sure all fish/meat is properly cooked.
- ⇒ Hand washing and personal hygiene.
- ⇒ Work surface for food prep.
- ⇒ Close supervision on knife work

EVENT SPECIFIC AND ONGOING RISK ASSESSMENT

ACTIVITY – Bush craft

LAST UPDATED: February each year or in response to an incident

X On going risk assessment carried out by all Peat Rigg staff regarding medical and physical limitations of all participants, weather conditions on the day and other organisations operating within the local area (e.g. felling of trees by the Forestry Commission).

X Briefing to ensure that any medication should be taken to the activity site.

X With accordance with risk assessments No 1, 2 , 3 & 4.



ACTIVITY - Cooking

LAST UPDATED: February each year or in response to an incident

HAZARDS

CONTROL MEASURES

- X** Slips, trips and falls
- X** Food contaminated from clothing
- X** Food contaminated by hands, nail polish, rings or hair
- X** Food contaminated by cuts, sores, boils or dressings
- X** Food contaminated by bacteria spread by illness
- X** Food contaminated by bacteria from equipment and/or surfaces
- X** Food contamination by incorrect storage
- X** Food contamination through soil or other growing medium
- X** Food contaminated by waste products
- X** Reactions to food – allergies or intolerances
- X** Dangers from heat, fire or electrical hazards
- X** Burns
- X** Cuts from knives and other equipment (graters, peelers etc)
- X** Choking on small pieces of food or particle inhalation
- X** Manual handling

- ⇒ Verbal warning, adequate supervision and check footwear suitable. Floor to be clean, dry and clear
- ⇒ Aprons to be worn, sleeves rolled up and any loose outside tops removed
- ⇒ Hands washed thoroughly prior to handling food or if touch anything or part of body subsequently. Hair tied Back. Vinyl or latex gloves worn if nails are polished. Rings removed
- ⇒ Blue plasters worn if cover area otherwise wear vinyl or latex gloves
- ⇒ Participants feeling sick or unwell not to take part
- ⇒ Surfaces wiped and/or covered with plastic sheet. Equipment thoroughly washed and dried. No extra clothing or gear brought into kitchen area. Raw and cooked foods kept separate
- ⇒ Check refrigeration temperature correct. Check use by dates. Keep food covered
- ⇒ Not to wear cooking aprons when picking produce. Soil etc removed by washing prior to food prep. Hands washed thoroughly after picking or washing produce
- ⇒ Dispose of any waste promptly and clean up any mess
- ⇒ Any allergies or intolerances known and know guidelines about allergic reactions and what to do
- ⇒ Oven to only be operated by Peat Rigg staff, verbal warning given about dangers. Mincer only operated by Peat Rigg staff. Demonstration and adequate supervision of food processor, microwave and blender
- ⇒ Peat Rigg staff only to use ovens and carry hot items. Pan handles turned in but not over hob. Tap water not too hot and staff only to carry boiling water
- ⇒ Demonstration and supervision of knife use. Appropriate type of knife used, stored safely when not in use
- ⇒ Tasting done calmly and under supervision
- ⇒ Ingredients in suitable amounts to work with. Work benches and sinks at a suitable height

- X** On-going risk assessment carried out by all Peat Rigg staff regarding medical and physical limitations of all participants

ACTIVITY - Cooking

LAST UPDATED: February each year or in response to an incident



ACTIVITY – Crate Stack

LAST UPDATED: February each year or in response to an incident

HAZARDS

- X** Injury due to falling.
- X** Crates falling into people.
- X** Clients moving to less safe areas.
- X** Person passing crates increased risk of being hit by crates.

CONTROL MEASURES

- ⇒ Crates are only to be climbed once the system is correctly set up and the participants are briefed
- ⇒ A clear briefing of the safety and belaying role, ensure that ropes are kept tight and that groups are not allowed to 'run in' when lowering the climbers
- ⇒ Safe areas clearly defined and well policed by all Staff
- ⇒ Helmets to be worn throughout the session.
- ⇒ Staff to supervise and inspect the putting on of all safety equipment.
- ⇒ Assess the ability of the group and especially with younger children, only allow them to assist with the crate passing when the stack is 5 crates high.
- ⇒ Ensure any late arriving participants or passing observers are told to remain in a safe area.

SITE SPECIFIC

EVENT SPECIFIC AND ONGOING RISK ASSESSMENT

ACTIVITY – Crate Stack

LAST UPDATED: February each year or in response to an incident

X With accordance with risk assessments No 1, 2, 3 & 4.



ACTIVITY – Farming

LAST UPDATED: February each year or in response to an incident

HAZARDS

CONTROL MEASURES

X Slips, trips and falls on uneven or wet ground

X Bites and stings from wasps, bees and other insects

X Farm machinery, both stationary and working

X Animals in fields

X Holes in the ground

X Getting lost/separated from group and/or straying into prohibited areas

X Exposure to weather (cold, wet, heat etc)

X Climbing on objects

X Contact/working with animals, risk spreading infection, physical harm etc

X Animals in pens, risk of biting, kicking, crushing etc

 Verbal warning, adequate supervision and check footwear suitable

 Verbal warning not to provoke etc

 All parked vehicles locked with keys removed and implements lowered to the ground. Group supervised when in vicinity of working machinery.

 Close all gates. Avoid field with any animals that pose a threat

 Verbal warning to watch out for them

 Instruct to stay together and not go into unauthorised areas, adequate supervision by staff

 Check wearing suitable clothing/protection

 Supervise group accordingly and/or instruct not to climb on objects

 Avoid hand to mouth transmission, tell not to eat animal food. Approach and handle animals quietly and carefully. Wash hands after

 Provide appropriate supervision. Avoid pens with unsuitable animals. All animals should be

ACTIVITY – Farming

LAST UPDATED: February each year or in response to an incident

- X** Infections and illness (including E.coli 0157)
- X** Transmission of zoonosis into Peat Rigg Farm
- X** Site traffic
- X** Working with tools
- X** Wild animals
- X** Dirty and dangerous surfaces, risk spreading infection and physical harm
- X** Allergies to fur, straw, plants, dust, feathers, nuts etc
- X** Compost – contains micro organisms
- X** Plants – picking, handling and eating fruit and vegetables etc
- X** Chemicals
- X** Manual handling – lifting, digging etc
- X** Plant support - eye injury risk
- X** Water butts

- properly controlled and housed
- ⇒ Verbal warning. No kissing animals. Avoid transmission from hand to mouth, provide hand washing facilities with soap and warm water, ensure everyone washes hands thoroughly especially before eating and after contact with animals or soil. Change footwear if possible. Pregnant women should avoid contact with lambing ewes. Provide designated eating area away from animals. Cover cuts and abrasions and ensure use gloves when gardening
- ⇒ Ensure footwear clean
- ⇒ Adequate supervision in areas where vehicles possible
- ⇒ Equipment should not be touched unless authorised by Peat Rigg staff and then only following their instruction. Do not over exert, make sure carried and stored correctly
- ⇒ Verbal warning
- ⇒ Wash hands after touching surfaces. Do not touch dangerous surfaces e.g. barb wire
- ⇒ Be aware and know about guidelines about allergic reactions and what to do
- ⇒ Wear gloves and wash hands after using compost. Wash hands after composting
- ⇒ Wear gloves when plants known to have thorns or may be an irritant. Only eat identified plants And if instructed to do so
- ⇒ Only used by Peat Rigg staff and not to be used when group present. Store safely
- ⇒ Do not over exert, adequate supervision
- ⇒ Verbal warning
- ⇒ Groups not to use water butts, warning signs in place

SITE SPECIFIC

- X** Feed storage area
- X** Electric fences, round pig area, round chicken run etc
- X** Tool storage area
- X** Polytunnel, especially heat on hot days

- ⇒ Make sure everything securely away, no trip hazards etc
- ⇒ Warn not to touch
- ⇒ Keep tidy with tools stored securely
- ⇒ Keep well ventilated and do not spend too long inside if very hot

EVENT SPECIFIC AND ONGOING RISK ASSESSMENT

ACTIVITY – Jacobs Ladder

LAST UPDATED: February each year or in response to an incident

HAZARDS

CONTROL MEASURES

- X** Injury due to falling.
- X** Fingers and hands being stood on
- X** Items dropped on client's head
- X** Clients being dropped by belayer
- X** Splinters from wood
- X** Swinging into ladder causing injury
- X** Weather causes injury through high winds, lightening strike, heavy rain

- ⇒ Safe areas clearly defined and well policed by all Staff.
- ⇒ Emptying of pockets prior to session
- ⇒ Briefing to include safe climbing practice
- ⇒ Helmets to be worn throughout the session.
- ⇒ Staff to supervise and inspect the putting on of all safety equipment.
- ⇒ Clear briefing given to people climbing; staff ensure safe practices.
- ⇒ Ensure any late arriving participants receive full safety brief.
- ⇒ Briefing and practice of belaying technique prior to activity
- ⇒ Supervision of lowering by staff member
- ⇒ Check weather prior to session, cancel session if deemed appropriate
- ⇒ Apparatus inspected before use for damage

SITE SPECIFIC

- X** ⇒

EVENT SPECIFIC AND ONGOING RISK ASSESSMENT

ACTIVITY – Jacobs Ladder

LAST UPDATED: February each year or in response to an incident



With accordance with risk assessments No 1, 2, 3 & 4.



ACTIVITY – Forest/Hill/Moorland GPS

LAST UPDATED: February each year or in response to an incident

HAZARDS

CONTROL MEASURES

- X** Slip or fall on uneven ground
- X** Strain or injury due to over exertion
- X** Group becoming lost
- X** Crag, outcrops and other drops
- X** Injury by farm or wild animals
- X** Hypothermia
- X** Sunburn
- X** Insect bites

- ⇒ Staff to ensure that the difficulty and duration of the route is appropriate to the capabilities of the group.
- ⇒ Route planning to take into account the safety of the group
- ⇒ Safety equipment will be adequate to ensure the basic comfort of the group are met and the ability to summon help. A first aider will either accompany the group or be in contact with the ability to reach the group quickly.
- ⇒ When operating independently the group will be thoroughly briefed about emergency procedures
- ⇒ Routes planned to avoid obvious danger points.
- ⇒ Locations checked to avoid sites with cows/bulls. Vigilance for adders especially on the moors in summer.
- ⇒ Safety equipment carried to take into consideration the weather conditions

SITE SPECIFIC

X

EVENT SPECIFIC AND ONGOING RISK ASSESSMENT

X With accordance with general risk assessments No 1, 2, 3 & 4.

ACTIVITY - Low Ropes & Swing

LAST UPDATED: February each year or in response to an incident

HAZARDS

- X** Grazes and bruising from slip, trip or fall. Rope burn from falling through course
- X** Muscular strain due to overexertion
- X** Injury due to hand or foot being caught in between wire
- X** Injury due to participants messing around
- X** Increased risk of slipping, and other dangers in poor weather conditions

CONTROL MEASURES

- ⇒ Thorough briefing to explain and show how to use the course safely in accordance with procedures. Staff to ensure that appropriate clothing is worn
- ⇒ Group encouraged to warm up and briefing to cover effective technique as per procedures
- ⇒ Staff to remain vigilant throughout the session and any dangers to be reported immediately to the Director.
- ⇒ Staff to intervene immediately if any inappropriate or dangerous behaviour is occurring.
- ⇒ If conditions become unsuitable the session should be abandoned

SITE SPECIFIC

- X** High winds causing tree branches to fall onto low rope course below.

- ⇒ Monitoring of trees and removal of all dead branches.

EVENT SPECIFIC AND ONGOING RISK ASSESSMENT

- X** On going risk assessment carried out by all Peat Rigg staff regarding medical and physical limitations of all participants, weather conditions on the day and other organisations operating within the local area (e.g. Tree felling or game shooting within the local area).
- X** With accordance with risk assessments No 1, 2, 3 & 4.
- X** Briefing to ensure that any medication should be taken to the activity site.



ACTIVITY - Low Ropes & Swing

LAST UPDATED: February each year or in response to an incident

ACTIVITY – Orienteering

LAST UPDATED: February each year or in response to an incident

HAZARDS

- X** Injury through fall or strain
- X** Complications due to bad weather
- X** Cuts or scratches from undergrowth
- X** Students becoming lost

CONTROL MEASURES

- ⇒ All participants should be encouraged to warm up and told not to run on very uneven ground.
- ⇒ All participants briefed about the need for care of steep or uneven ground
- ⇒ Following heavy rain or if the ground has been saturated, a member of staff will inspect the steam course and especially the crossing points for flash flooding potential or actual danger.
- ⇒ Staff to ensure that all participants are appropriately clothed for the prevailing weather conditions and that their arms and legs are covered.
- ⇒ Briefing prior to the activity will cover what to do in the event of becoming lost.
- ⇒ Group to be thoroughly briefed about dangers and staff to remain in area highlighting potential danger spots throughout the activity.

ACTIVITY – Orienteering

LAST UPDATED: February each year or in response to an incident

SITE SPECIFIC

- X** All Forest Enterprise Sites – Staff aware of current Forestry operations and vehicle use in area used.
- X** Peat Rigg Grounds – animals on farm acting aggressive towards clients

- ⇒ Initial briefings will highlight potential dangers and precautions necessary during the session.
- ⇒ Segregate animals in a no go field

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- X** With accordance with risk assessments No 1, 2, 3 & 4.
- X** Briefing to ensure that any medication should be taken to the activity site.

ACTIVITY – Orienteering

LAST UPDATED: February each year or in response to an incident

ACTIVITY – Problem Solving/Nightline

LAST UPDATED: February each year or in response to an incident

HAZARDS

- X** A range of unpredictable minor injuries depending on the options of the group.
- X** Falls from maximum of shoulder height.
- X** Slips off wet equipment
- X** Bumping into trees or nightline course elements

CONTROL MEASURES

- ⇒ The instructor in charge must be aware of the safety implications of any plan and be prepared to step into activity should the group take a potentially dangerous decision.
- ⇒ Staff will intervene when groups either don't know or forget how to use safety equipment. All knots should either be pre-tied or supervised during tying.
- ⇒ Any activity which has potential for even a small fall should take place on a soft surface (grass)
- ⇒ Helmets worn for nightline and problem solving activities where the participant is one metre or more above the groundf. Group closely supervised

SITE SPECIFIC

EVENT SPECIFIC AND ONGOING RISK ASSESSMENT

ACTIVITY – Orienteering

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X With accordance with risk assessments No 1, 2, 3 & 4.

X Briefing to ensure that any medication should be taken to the activity site.



ACTIVITY – Tree Climbing

LAST UPDATED: February each year or in response to an incident

HAZARDS

CONTROL MEASURES

- X** Falling due to climbing.
- X** Damage to climber due to wearing inappropriate clothing or jewellery.
- X** Holds breaking or falling

- ⇒ Safe areas clearly defined and well policed by all Staff.
- ⇒ Helmets to be worn throughout the session.
- ⇒ System set up by an SPA/RCI qualified or in-house trained member of staff
- ⇒ Staff to supervise and inspect the putting on of all safety equipment.
- ⇒ Clients checked for jewellery and advice given on clothing prior to activity.
- ⇒ NGB current best practice and company procedures apply.
- ⇒ Ensure any late arriving participants receive full safety brief.
- ⇒ Trees and anchors inspected regularly.

SITE SPECIFIC

- X** High winds coursing tree branches to fall onto low rope course below.

- ⇒ Monitoring of trees and removal of all dead branches.

EVENT SPECIFIC AND ONGOING RISK ASSESSMENT

- X** On going risk assessment carried out by all Peat Rigg staff regarding medical and physical limitations of all participants, weather conditions on the day and other organisations operating within the local area (e.g. Tree felling or game shooting within the local area).
- X** With accordance with risk assessments No 1, 2, 3 & 4.
- X** Briefing to ensure that any medication should be taken to the activity site.



ACTIVITY – Tree Climbing

LAST UPDATED: February each year or in response to an incident

ACTIVITY Low and High Zip

LAST UPDATED: February each year or in response to an incident

HAZARDS

CONTROL MEASURES

X Trips, slips and falls in and around the zipline area.

X Injury/entrapment of client due to long hair, inappropriate clothing, wearing jewellery, etc.

X Structural or PPE failure

X Participants or clients falling to the ground

X Items falling to the ground

X Lightning strike

- ⇒ Safe areas clearing defined and well policed by all staff.
- ⇒ Staff to supervise and inspect the putting on of all safety equipment.
- ⇒ Clients checked for jewellery prior to activity. Loose hair and clothing to be tied back
- ⇒ Staff aware of others in area.
- ⇒ NGB current best practice and company procedures apply.
- ⇒ Ensure any late arriving participants receive full safety brief.
- ⇒ Pre-use operator checks of system and equipment prior to session, 3 monthly check of cables. Inspection by external high ropes safety contractor
- ⇒ All staff inducted, trained and assessed in the approved session procedure. Staff to use absorbica device to safely access platform for inspections
- ⇒ Helmets to be worn at all times during the activity. Staff briefing to include items in pocket and loose training shoes
- ⇒ Back-up safety rope and carabiner used to safeguard lowering.
- ⇒ Procedure to safeguard lowering off strictly observed.

ACTIVITY Low and High Zip

LAST UPDATED: February each year or in response to an incident



Session to be cancelled or curtailed if the senior member of staff on site judges that the top platform movement is causing difficulties in operating (guide level force 5 northerly). High ropes and zip not to be used if high risk of lightening. Ensure that participants have suitable clothing and sun cream if appropriate.



All rescues practiced on induction and in regular staff training



Students have observed and had explained the lowering off procedure before participating

SITE SPECIFIC

X



EVENT SPECIFIC AND ONGOING RISK ASSESSMENT

X

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X

With accordance with risk assessments No 1, 2, 3 & 4.

X

Briefing to ensure that any medication should be taken to the activity site.

ACTIVITY – The Wall

LAST UPDATED: February each year or in response to an incident

HAZARDS

CONTROL MEASURES

X Risk of wall climber falling onto back/neck	⇒ Have spotters always for each climber, and tell climbers not to use layback moves
X Chance of trapping fingers between wooden beams	⇒ Mention to participants not to place fingers in gaps
X Risk of hitting head against wall due to running up	⇒ During wall climb activity, people to stay within chipped area
X Risk of falling/slipping down stairs	⇒ Tell all users to use hand rails when descending the steps
X Injury to staff helping clients over the wall	⇒ Show the correct way to help and aid climbers up the wall
X Risk of choking from helmet strap (been lifted by team members)	⇒ Tell users not to pull climbers up by the helmet
X Chance of been hit by body parts as wall climber is helped up	⇒ When introducing the wall, tell the group not to flail their feet around when ascending the wall

EVENT SPECIFIC AND ONGOING RISK ASSESSMENT

X Staff to look out for movement of wooden structure and gaps increasing in size	⇒
X Traction levels to be looked at on wooden platform and stairs	
X Safe levels of chippings to be maintained	