

Risk assessment

Name of activity, event, and location	8 th Chelmsford Scout Group Craft Session Online Zoom meeting	Date of risk assessment	20/01/2021	Name of person doing this risk assessment	Chrissie O'Hanlon
		Date of next review	20/03/2021		

What hazard have you identified? What are the 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>A hazard is something that may cause harm or damage.</p> <p>The risk is the harm that may occur from the hazard.</p>	For example: young people, adult volunteers, visitors	<p>Controls are ways of making the activity safer by removing or reducing the risk.</p> <p>For example, you may use a different piece of equipment or you might change the way you do the activity.</p>	<p>Keep checking throughout the activity in case you need to change what you're doing or even stop the activity.</p> <p>This is a great place to add comments which will be used as part of the review.</p>
Safeguarding - Risk of child abuse and/or risk of accusations of abuse towards Leaders	Leaders and Young People	<p>Parents are requested to be present in the room with their child whilst the zoom meeting is taking place. They should make themselves visible to Leaders at the beginning of the meeting.</p> <p>Leaders DBS checks are in date and at least two leaders are present with their videos on at the Zoom meeting.</p>	
Craft equipment – appropriate for the activity	All present	All the appropriate equipment required is sent out to parents before the meeting.	
Sharp items – injuries from mistakes or misuse	All present	<p>Young people reminded of the dangers of sharp equipment and that they should never use these items without permission and assistance from an adult.</p> <p>Parents are asked to assist their child where sharp equipment is required such as scissors, screwdrivers, knives.</p> <p>Parents asked to have a first aid kit at hand when sharp materials are being used</p>	
Glues and solvents – inhalation or injuries from mistakes or misuse	All present	<p>Young people are reminded of the dangers of glues and solvents if misused</p> <p>Parent to supervise use of glues and solvents at all times.</p>	
Heat Sources – burns from mistakes or misuse	All present	<p>Young people reminded that they should never use heat sources or light fires without an adult present (e.g. tea tree lights, candles, glue guns)</p> <p>Parents are asked to assist where heat sources are used in craft sessions</p>	

You can find more information in the Safety checklist for leaders and at scouts.org.uk/safety

8th Chelmsford Scout Group – Online Craft Meetings

Risk assessment

Behaviour – overexcitement, talking over leader when explaining activity	All present	Young people reminded at the beginning of the session that they need to listen carefully to instructions. Mute buttons should be pressed whilst Leader is explaining the craft activity. Young people are asked to raise their hands to unmute if they need help	

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