

Risk Assessment – Activities Outside / Away from Scout Hall

Name of activity, event, and location	8 th Chelmsford Scouts – activities/events outside hall/ Away from Scout Hall: Campsites, parks, woodlands, street/town and playfields	Date of risk assessment	21/07/2026	Name of person doing this risk assessment	Monika Wiciak / Stuart Collett / Martin Payne
		Date of next review	21/07/2027	Version	1.0

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?
Security: lost children and external visitors.	Young people	Leaders will: • set clear boundaries with all present. • close the gate to our grounds if we're only using this area. • Monitor young people and make sure no one wanders off. • Regular head counts. • Have a lost child plan in place and follow it if needed. • Leaders to stay with smaller groups if appropriate for the activity.	
Roads and traffic: injuries from collisions between vehicles and people	Young people, leaders	Leaders limit interactions with traffic or roads. Leaders will use the gated area next to our meeting place or the nearby parks' areas. Drop off/pick up will take place on car parks located next to meeting places, Crossings to be used where available for crossing roads.	
Weather: • rain before and during the activity, • hot weather causing heat exhaustion or sun stroke, • wind – risk of injuries caused by falling objects	Young people, leaders	Leaders will • monitor the weather forecast in advance. If heavy rain's or wind's forecast, an alternative activity will be planned. • check weather before the meeting starts. • advise participants on suitable clothing to wear and carry (including sun protection and waterproofs). Everyone will bring a filled water bottle. • check that everyone's suitably equipped at the start of the meeting and have a few spare items available. • monitor young people and return to our meeting place if it gets too hot or the weather deteriorates.	
Terrain: uneven ground, branches, nettles, and so on.	Young people, leaders	Leaders will • check the outdoor spaces and make sure that the surfaces suit the planned activities and are free of obstacles that may cause hazards. • advise participants on suitable footwear and check everyone's footwear at the start. • encourage everyone to wear long trousers if there are concerns over foliage or ticks. • brief young people on behaviour in the environment, including avoiding brambles, nettles, and so on. • carry first aid kits.	

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

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Rubbish, needles, animal faeces – possible contamination	Young people, leaders	Before activity take place, leaders will remind young people and helpers do not pick up and do not touch any rubbish, needles, animal faeces	
Using toilet facilities during activities in the parks, woodlands and playfields	Young people, leaders	Due to restricted access, use of toilets is not recommended during activities. Young people will be asked to use the toilet at home before or after a meeting. In case of toilet incident parents/carers will be asked to pick up the young person.	
Strangers	Young people, leaders	Leaders will remind young people not to engage with conversation with strangers, do not take anything from them and do not walk off with strangers. Report any actions to the adult/leader.	
Fire Risk: smoke inhalation or burns	Young people, leaders	To avoid/minimise smoke inhalation leaders and young people will use dry wood, check wind direction, stand people out of smoke direction. Burns: stay a safe distance from fire, place extra wood on carefully, teach Scouts good practice around fires, have a burns first aid kit easily available. When setting fire outside Scouts' hut fire pit will be used on suitable not flammable surface (i.e. concrete tiles)	
Outdoor equipment (i.e. pop up gazebo) – risk of injuries caused by inappropriate use of equipment	Young people, leaders	Leaders will: • check the weather forecast before setting gazebo, if too windy gazebo will not be used. • always follow manual, using weights etc. • Check equipment is in good working condition prior to use. If in bad condition place a note on equipment so it is not used and report to trustee board.	
External Visitors – Unknow people	Young people, Leaders	Background check when booking visitor. Visitor not to be left alone with the children.	
Using gardening tools, DIY tools	Young people, leaders	Leaders will brief young people on proper use of the tools. Only use tools designed for the task.	
Garden game	Young people, leaders	• Ensure games are securely stable according to the weather where appropriate to avoid movement/injury. • Ensure any water activities are manned by an adult. • Limit the number of users on each activity to ensure safe operation. • Ensure the space around activities is sufficient to allow space for young people to move around safely to avoid clashes. • Ensure an adult is present on each activity when in use.	
Indirect/ remote supervision	Young people	• Young people have been sufficiently briefed • All young people are aware of how they can reach a leader in case of emergency.	

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		- Meeting points and times will have been arranged and agreed prior to the young people leaving, during and at the end of the day. - Young people will need to stay in their groups but never less than pairs	
Visiting Third party sites e.g. Theme Park	All	- Leaders have read and understand Third Party RA for site. - All young people are briefed on RA before they are allowed onsite	
Illness or Injury	All	- Leaders are first aid trained and have an in date first aid kit. - All leaders have mobile phones with charge - Leaders have access to medical information and emergency contacts.	

DOCUMENT VERSION CONTROL

Version Number	Changes Made	Changes Made By	Date
1.0	Document Version Control Log Created	Kyla Flack	16/09/2026

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