

<b>Assessment of:</b>	<b>General Areas</b> <i>(All 'Free Time' outside scheduled activity slots, including use of the main building, glamping pods, grounds, accommodation, dining areas, and wider site in general)</i>		
<b>Location:</b>	Onsite	<b>Date of assessment:</b>	March 2024
<b>Completed by:</b>	Mary Reynolds	<b>Expiry Date:</b>	March 2026

<b>Hazard</b> <i>(something with potential to cause harm)</i>	<b>Risk</b> <i>(How could hazard cause harm and to whom)</i>	<b>Control Measures</b> <i>(What is required to reduce risk)</i>	<b>In place</b> <i>(Y/N)</i>	<b>Action Required</b>	<b>Residual Risk</b> <i>(low / medium / high)</i>
<b>Out of Bounds areas -</b> Exposure to hazardous substances/equipment without supervision or protective equipment	<b>To All -</b> Cuts, Falls, Breaks/fractures, impact injuries, death. Safeguarding issues	- Out of bounds areas outlined to all young people during safety talks upon arrival - Site map outlining potential hazards on display in noticeboard - Appropriate warning signs to identify potential hazards in the grounds. - Appropriate 'No Entry' or 'Staff Only' Signs displayed	Y		MEDIUM
<b>Uneven Ground / Gravel paths</b> Potential trip hazards	Breaks, Twists, Falls, Sprains	- Animal holes identified and filled in where necessary. -Encourage no running around site. -Arrival safety brief to highlight higher risk areas.	Y	Filling in any dangerous holes, removal of any dangerous stumps and roots	MEDIUM
<b>Low Branches</b> Potential to hit head when walking	Head and eye injury's	-Regular walk rounds of the site carried out. -Red and white tape used to highlight areas where branches cannot be removed. -Safety brief enforcing NO running.	Y	Pruning of branches at eye or head level	LOW

<p><b>Security &amp; Safeguarding</b> – strangers/intruders accessing the site with the intention to commit an illegal act, e.g. property damage, violence against staff/guests.</p>	<p><b>To All</b> – stolen items, abuse, kidnap, impact injuries, lacerations, Death.  Safeguarding issues.</p>	<ul style="list-style-type: none"> <li>- All staff to wear ID Badges and uniform.</li> <li>- Anyone who is not visiting staff/leader or MC staff is to be challenged immediately.</li> <li>- All staff to receive safeguarding training during induction.</li> <li>- Accompanying adults/group leaders are responsible for guests during ‘Free Time’</li> <li>- Centre grounds, where possible are defined by a perimeter fence/gate/wall or suitable structure.</li> <li>- All doors are secured by Mount Cook Staff before shut down at 11pm.</li> <li>- Guests (who require it) are notified of late night access code for door (for use between 11pm-7am).</li> <li>- CCTV installed in the communal spaces / corridors /grounds.</li> <li>- All bedrooms/pods are accessible only via unique magnetic card readers- issued to guests only.</li> <li>- Intruder alarm externally monitored and linked to key holder list.</li> <li>- Panic alarm for employees installed in staff room near reception – linked to external monitoring station.</li> <li>- Staff are given ‘handling difficult situations’ training as part of induction</li> </ul>	<p>Y</p>		<p>MEDIUM</p>
<p><b>Hazard</b> <i>(something with potential to cause harm)</i></p>	<p><b>Risk</b> <i>(How could hazard cause harm and to whom)</i></p>	<p><b>Control Measures</b> <i>(What is required to reduce risk)</i></p>	<p><b>In place</b> <i>(Y/N)</i></p>	<p><b>Action Required</b></p>	<p><b>Risk</b></p>
<p><b>Mis-conduct in Rooms/Pods-</b> High spirits and horseplay from young guests</p>	<p><b>Guests</b> -impacts, bruises, crush injuries, falls, head injuries. Caused from falls from bunk beds, pillow</p>	<ul style="list-style-type: none"> <li>- Each Group Leader is responsible for the behaviour of their guests as per our T&amp;C’s.</li> <li>- Centre staff to investigate if they are notified of horseplay and to notify group leader if necessary.</li> </ul>	<p>Y</p>		<p>MEDIUM</p>

	<p>fights, slammed doors, tripping over luggage, etc.</p>				
<p><b>Common Rooms –</b> Wet Floors, slamming doors</p>	<p><b>To All –</b> Slips, trips, falls. Bruises, fractures, impact injuries. Head injuries.</p>	<ul style="list-style-type: none"> <li>- Cleaning of floors undertaken during periods when not in use to allow drying time.</li> <li>- Always place wet floor signs by spillages or during/after mopping.</li> <li>- Facilities available for guests to clean up spills and staff aware of the location of these.</li> <li>- Finger Guards on all public doors in the centre.</li> <li>- Door closers fitted to doors to slow door closure.</li> </ul>	Y		LOW
<p><b>Falls from height</b> (from windows or ladders or staircases)</p>	<p><b>To All –</b> Impact injuries, fractures/broken bones, cuts and bruises, head injuries and death.</p>	<ul style="list-style-type: none"> <li>- All windows on ground and 1<sup>st</sup> floor are secured with restrictors.</li> <li>- Ladders on bunk beds securely fitted to the beds.</li> <li>- All stair cases have suitable bannisters and/or hand rails installed to reduce the risk of falls.</li> </ul>	Y		LOW
<p><b>Overcrowding</b> of bedrooms or common areas.</p>	<p><b>Guests &amp; Visitors –</b> Crush injuries, restricted movement in case of an emergency – could lead to burns, smoke inhalation and death</p>	<ul style="list-style-type: none"> <li>- Room occupancy is limited</li> <li>- Sufficient wardrobe spaces/shelves</li> <li>- Maximum occupancy of 320 people in the centre dining room</li> </ul>	Y		LOW
<p><b>Hazard</b> (something with potential to cause harm)</p>	<p><b>Risk</b> (How could hazard cause harm and to whom)</p>	<p><b>Control Measures</b> (What is required to reduce risk)</p>	<p><b>In place</b> (Y/N)</p>	<p><b>Action Required</b></p>	<p><b>Action Owner</b></p>
<p><b>Fire</b></p>	<p><b>To All –</b> Burns, smoke inhalation, death. Crush injuries.</p>	<ul style="list-style-type: none"> <li>- All accommodation and common areas fitted with Fire Alarm System.</li> <li>- Fire Alarm System serviced with accordance with regulations.</li> <li>- Emergency light system checked and serviced in line with regulations</li> <li>- Fire Risk Assessment carried out and monitored.</li> </ul>	Y		LOW

		<ul style="list-style-type: none"> <li>- Fire Log Book completed in line with regulations.</li> <li>-Escape Routes kept clear and free of obstruction and combustible materials.</li> <li>- Fire Training given to all staff as part of induction.</li> <li>- All groups given safety talk about fire action procedure.</li> <li>- Fire evacuation procedure marked on back of bedroom door.</li> <li>- No smoking permitted in the Centre, designated smoking area provided.</li> </ul>			
<b>Legionella Bacteria -</b>	<b>To All</b> – Poisoned, illness, death.	- Legionella Risk Assessment and management system in place, based on regular flushing, testing of water temperatures, and periodic cleaning of area prone to scaling.	Y		LOW
<b>Hazard</b> <i>(something with potential to cause harm)</i>	<b>Risk</b> <i>(How could hazard cause harm and to whom)</i>	<b>Control Measures</b> <i>(What is required to reduce risk)</i>	<b>In place</b> <i>(Y/N)</i>	<b>Action Required</b>	<b>Action Owner</b>
<b>Dining Room</b> -Burns/scolds from servery/toaster	<b>To All</b> -Burns and scalds, electrocution	<ul style="list-style-type: none"> <li>- PAT testing on all electrical equipment.</li> <li>- All equipment to be linked to Residual Current Device</li> <li>- Caution Hot Surface signs in place where necessary on items.</li> <li>- Food Served at temperature that is not too hot to cause danger to guests.</li> <li>- Equipment only to be operated by Mount Cook Staff or designated trained persons.</li> </ul>	Y		LOW
<b>Allergens</b> – Exposure to Allergen	<b>To All</b> -Illness, Anaphylactic shock	<ul style="list-style-type: none"> <li>- Allergens poster on display in food servery area</li> <li>- Colour coded trays used to help staff identify those with allergies in the queue.</li> </ul>	Y		LOW

		<ul style="list-style-type: none"> <li>- All Group Leaders asked to notify Mount Cook in advance if participants in their group have allergies during the booking process.</li> <li>- Dietary requirements are then stored on SharePoint for relevant staff to access.</li> <li>- Senior catering staff to undertake Level 3 – Supervisor Food Hygiene training.</li> <li>- Menus to be standardised and recipes published so all dishes have the correct allergens present</li> <li>- All catering team members to undertake Level 2 Food Hygiene Training.</li> <li>- Senior Catering Staff to undertake Allergy Awareness Training online.</li> <li>- All Catering Staff to undertake internal Training in Food Hygiene.</li> <li>- Allergens folder easily accessible in the kitchen for if we have guest enquiries.</li> <li>- In the event of Severe reactions to Allergens is made aware to the Centre Prior to arrival, all reasonable attempts will be made to remove the Allergen from the Centre to reduce exposure during their visit.</li> </ul>	Y		
<b>Dining Room</b> – Spills of food/liquids on Smooth Floor	<b>To All</b> – Slips/trips/falls. Fractures, broken bones, head injuries, spinal damage, burns/scolds from hot drinks/food	<ul style="list-style-type: none"> <li>- Cleaning of floor to be carried out when dining room is not in use. Wet floor signs use to highlight area.</li> <li>- Young children advised not to carry too much on trays from servery.</li> <li>- Danger highlighted in safety brief to all groups with young people.</li> </ul>	Y		LOW

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<b>Self-Catering Kitchenettes-</b> Hot Surfaces, electrocutions, bacterial infections	<b>To Guests –</b> Burns, Scolds, Bacterial Illnesses., electrical burns/shock, and death	<ul style="list-style-type: none"> <li>- hot surface signs in place near cookers/toasters</li> <li>- clean clothes/tea towels provided each day and dirty ones removed.</li> <li>- cleaning equipment and sanitisers provided</li> <li>- bins regularly emptied and kitchen area kept clean</li> <li>- children not to use the kitchen facilities without adult supervision</li> </ul>	Y		LOW
<b>Roof-Top Access</b> Falling off roof/falling from height, lightning strike, hyperthermia	<b>To All –</b> Broken Bones, Fractures, Impact Injuries, Death Frostbite, burns.	<ul style="list-style-type: none"> <li>- Access to the roof controlled by Centre Staff (locked gate).</li> <li>- Mobile phone used by Centre Staff to call for help should it be needed.</li> <li>- Zip wire structure linked to centre lightning protection infrastructure.</li> <li>- EML on staircase to provide light and aid ascent/descent.</li> <li>- Fire alarm Sounder on roof top to alert people to Fire Alarm activation.</li> </ul>	Y		LOW
<b>Glamping Pod Entrance</b> Small entrance and lower ceilings -risk of bumping head.	To all - Head or face injury	Mention in welcome safety talk.	Y		LOW

<p><b>Steeple Grange Light Railway</b> <a href="http://www.sglr.co.uk">www.sglr.co.uk</a> volunteer-operated 18-inch gauge line in quarry.</p>	<p>To all - Risk of falling on tracks, risk of being hit by moving vehicle</p>	<ul style="list-style-type: none"> <li>- All safety briefs cover not walking on tracks</li> <li>- If train in operation groups will allow it to pass before walking into the quarry.</li> <li>- Out of bounds area highlighted in safety talk on arrival.</li> <li>- Groups should not be here without staff supervision.</li> </ul>	<p>Y</p>		<p>LOW</p>
<p><b>Steps into Dell campfire area</b> Rustic steps, uneven and some quite high, risk of fall</p>	<p>To all – falls, slips, trips, broken bones, fractures, impact injuries,</p>	<ul style="list-style-type: none"> <li>- Covered in safety brief.</li> <li>- Alternative entry to avoid steps.</li> <li>- Children not allowed without supervision.</li> </ul>	<p>Y</p>		<p>LOW</p>
<p><b>Road crossings</b> From car park to centre, risk of being hit by moving vehicle.</p>	<p>To all – Impact injuries, fractures/broken bones, cuts and bruises, head injuries and death</p>	<ul style="list-style-type: none"> <li>- Child groups are collected from car park by Mount Cook staff and marshalled</li> <li>- Speed limit of 15mph on road</li> <li>- Speed bump on road by entrance to car park</li> </ul>	<p>Y</p>		<p>LOW</p>
<p><b>Campfires</b> Risk of fire spreading</p>	<p>To all – burns, smoke inhalation</p>	<ul style="list-style-type: none"> <li>- Campfires supervised at all times either by instructor or responsible adult from group</li> <li>- Bucket of water next to fire to allow quick extinguishing</li> <li>- Safety brief given</li> <li>- Stay up wind of smoke</li> <li>- Campfires not allowed during droughts</li> </ul>	<p>Y</p>		<p>LOW</p>
<p><b>Tipi</b> Risk of tripping/slipping on wet floor/ Fire from faulty electrics</p>	<p>To all - Impact injuries, fractures/broken bones, cuts and bruises, head injuries</p>	<ul style="list-style-type: none"> <li>- Covered in safety talk.</li> <li>- Tipi pegs around the outside all deep in ground</li> <li>- PAT test on electrics used in Tipi</li> <li>- Wet floor sign if floor is wet/slippery</li> </ul>	<p>Y</p>		<p>LOW</p>

<p><b>Car Charging</b> Risk of tripping on cables</p>	<p>To all - Impact injuries, fractures/broken bones, cuts and bruises, head injuries</p>	<ul style="list-style-type: none"> <li>- Guests warned of trip hazard if using car charging.</li> <li>- Cable put into Van if not being used</li> <li>-</li> </ul>	<p>Y</p>		<p>LOW</p>
<p><b>Activity Posts</b> Risk of tripping leading to falling down embankment</p>	<p>To all - Impact injuries, fractures/broken bones, cuts and bruises, head injuries</p>	<ul style="list-style-type: none"> <li>- Covered in safety talk (out of bounds areas – drop behind posts)</li> <li>- Checked for broken wood to avoid splinters</li> </ul>	<p>Y</p>		<p>LOW</p>
<p><b>Car Port</b> Risk of hitting head/tripping</p>	<p>To all - Impact injuries, fractures/broken bones, cuts and bruises, head injuries</p>	<ul style="list-style-type: none"> <li>- Covered in safety talk about tripping or hitting head on stanchion (wooden beams).</li> <li>- Checked for broken wood to avoid splinters</li> </ul>	<p>Y</p>		<p>LOW</p>

Risk Assessment checked by CEO:



Name: Steve Turner

Date: March 2024