

Assessment of:	Orienteering Black Rocks					
Location:	Mount Cook	Date of assessment:	December 2023			
Completed by:	Molly Ojari	Expiry Date:	February 2025			
Ratio:	1:12 Max and Min 1 Group Leader	Staff Competencies	Leader has suitable experience walking and leading groups in relevant terrain Must have suitable group management experience. Signed off to run session. Suitable navigation skills, ML, HML, WGL, BOF or equivalents.			
Activities covered:	Offsite Orienteering around Black Rocks					
Hazard <i>(something with potential to cause harm)</i>	Risk <i>(How could hazard cause harm and to whom)</i>	Control Measures <i>(What is required to reduce risk)</i>	In place <i>(Y/N)</i>	Action Required	Action Owner	Residual Risk <i>(low / medium / high)</i>

Low = Slight injury or minor ill health / It is highly unlikely that the harm would occur

Medium = Serious Injuries or significant health effects / There is a likelihood that harm may occur;

High = Major death, major injury (RIDDOR) or irreversible health damage / There is a high likelihood that harm will occur.

Inadequate supervision.	Minor injury/death to participants	Ratio of leaders to participants controlled to effectively manage the group. Safety brief given to all participants taking part in the activity. Ask teachers/ adults to help supervise the group where appropriate.	Y	Clear briefing from Instructor	Activity Staff	LOW
Exposure to extreme weather – cold, wet, heat and sun.	To Participants and Staff: Hyperthermia, frostbite, circulation problems, heat stroke, sunburn.	Daily weather forecast obtained. Kit list sent to all groups in advance. Instructor to check all participants have suitable footwear, clothing, and equipment to match expected conditions. Activity is cancelled if conditions determined to be dangerous or degrade on session. Spare clothing (gloves, hats, coats) carried by instructor. Sun cream if necessary. Extra water, chocolates and snacks carried by instructor.	Y	Instructor to ensure centre orienteering rucksack is properly stocked prior to setting off. Monitor weather conditions	Activity Staff	LOW

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Slip, Trips, Falls	To Participants and Staff: Minor Bruising, cuts, abrasions. Head and spinal injuries.	Leader experienced walking in terrain and of leading groups. Stay to established paths, significant hazards (cliffs, water hazards, quarries, etc) avoided or carefully assessed. Weather forecast obtained and conditions monitored; route changed if necessary.	Y	Clear briefing and supervision from Instructor	Activity Staff	LOW
Getting Lost	To Participants and Leader: Risk of injury, entering out of bounds areas, fall from height	Sufficient group leaders to participant ratio Safety briefing for participants, outlining what to do if separated. Group to only separate if instructor deems appropriate. Group offsite information and instructor phone number on activity notice board so centre aware of group offsite and return ETA	Y	Instructor to fill in Offsite group information board. Clear briefing from Instructor	Activity Staff	LOW

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Injury, illness or emergency away from immediate help.	To Participants and Staff: Worsening of injury/illness symptoms	Leader with each group first aid trained. First aid kit carried Information about group pre-existing medical conditions and medication carried. Leaders are briefed and have planned emergency procedures. Instructor to carry mobile phone	Y	Clear briefing from Instructor. Activity staff have access to group medical information prior to session.	Activity Staff and Participants	LOW
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Risk Assessment Checked by H&S or Line manager.

Name : Steve Turner CEO

Date : 5th February 2024

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