

Assessment of:	Archaeological Dig and Bush Craft		
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	Bush craft for practitioners or in house trained and signed off by Activity Manager.
Activities covered:	Percussion Fire Lighting and Shelter Construction. Fibre Craft. Nature Awareness. Archaeological Dig		

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>
Nest Ignition	To Participants and Staff: Smoke inhalation Fire Spread Burns	Clear briefing for observer and participant handling of the Nest. 1:1 ratio for blowing Nest into flame. Nests to be blown into flame only outside round house. Ignited Nests only to be transported by instructors. Clear exclusion zone for igniting nests only.	Y	Clear briefing. Designated nest ignition site.	Activity Staff.	LOW
Fire Spread from tinder	To Participants and Staff Fire Spread	Tinder only lit on cleared ground or cakes. Whilst in roundhouse, tinder lit	Y	Clear briefing. Designated tinder	Activity Staff	LOW

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	Burns from “forgotten” tinder	exclusively on cakes and disposed of immediately after use in fire pit.		disposal site/ Container		
Bow Drill Spindles	To Instructors; Participants: Limbs impaled. Cuts	Spindles are bedded in by instructors pre session. Instructors to provide hands on assistance where required	Y	Clear briefing. Materials prepared before sessions	Activity Staff	LOW
Hand Drill Spindles	To Instructor: Blisters	Group spindle method to be used. Only worn spindles to be used with groups	Y	Clear briefing.	Activity Staff	LOW
Tool use	To Participants and Staff: Cuts, lacerations and puncture wounds.	Only instructors to carry/ use axes and knives. All tools to be put in exclusion zone that is clearly defined in briefing. Tools must be kept visible if not in a locked box. Knives must be worn by instructors on exterior sheaths when used. Knife safety to be observed and knives/ axes sheathed immediately after every action.	Y	Tool use training for instructors, logged on Cinolla Tool safety observed. Clear briefing	Activity Staff. Activity Manager	LOW
Flint and Steel. Swedish Firesteel strikers.	To Participants and Staff: Cuts, bruises to fingers and knuckles	Thorough briefing from instructors. Traditional flint and steel ratio of 1:3. Close supervision of back bar placement. Large Flint pieces for participants	Y	Good quality flint used. Clear Briefing	Activity Staff Activity Manager	LOW
Bone carving.	To Participants and Staff: Cuts, bruises to fingers and knuckles	Thorough briefing from instructors. Bone carving ratio 1:3. Abrasion to be preferred method for participants. Large pieces for participants	Y	Close Supervision. Clear Briefing	Activity Staff Activity Manager	LOW

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Toxic Wood Smoke	To Participants and Staff: Smoke inhalation. Poisoning	Only preselected designated wood to be burned. Toxic wood removed from bush craft area monthly.	Y	Clear Briefing. Instructors trained to recognise bad wood.	Activity Manager Activity Staff	LOW
Shelter Building	To Participants: Collapse of shelter, eye damage.	Full safety brief from activity staff, Instruction on construction and collection of materials, supervision ratios per shelter, All shelters to be checked for structural safety by Instructor throughout the building process. No participants to enter the shelter until complete and checked by instructor for structural integratory	Y	All shelters to be checked for structural safety by Instructor	Activity Staff	LOW
Heavy lifting	To Participants and Staff: Lifting and twisting, crushing injuries, breaks, concussion, head injury, eye injury.	Full safety brief from staff, instruction on correct lifting techniques, student ratios for shared lifting, materials safe for use.	Y	Instructions on safe lifting. Team lifting techniques Close supervision.	Activity Staff	LOW
Moving through woodland	To Participants and Staff: Slips, trips and falls, Eye damage, Lost child	Full safety brief from activity staff, Supervision ratio of 1:12 activity staff to students Buddy system for students, regular head counts, boundaries, no running Head torches in low light, No climbing.	Y	Safety Briefing, Head Counts, registers.	Activity Staff	LOW

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Animal/Insect habitats	To Participants and Staff: Disturbing of habitats, Lime disease (Ticks) potential anaphylaxis, wasps/bees/mosquitoes	Pre-course checks for insect nests, any insect nests in or very close to camp to be removed or destroyed	Y	First Aid kit, Epi-pens kept close for those with allergies and staff trained on how to use them	Participants and Mount Cook staff	LOW
Woodland Foraging	To Participants and Staff: Poisoning, stings, pricks and cuts	Full safety brief from bush craft Leader, No berries or fungus to be collected, all plants to be cleared by bush craft leader. No consumption of any unidentified Flora. Gloves to be worn when handling Nettles/Brambles/bracken	Y	Gloves, Instructors competent in flora identification. Close supervision	Activity Staff Activity Manager	LOW
Poor Hygiene	To Participants and Staff: Sickness and Illness	Cleaning facilities available, Warm water for regular hand washing always available, Showers available on multiple day courses, hand sanitizer located in the woodland.	Y	Available Facilities in working order	Students and Mount Cook staff	LOW
Lack of Boundaries	To Participants: Missing participants. Unwanted public access	Buddy systems and regular head-checks Brief on what to do if a student becomes lost. Clear markings of boundaries, fences and gates	Y	Boundaries in place. Monitoring of boundaries	Mount Cook staff	LOW
Dead fall and dead	To Participants and Staff:	All sites checked by Mount Cook staff. All tents and other structures placed to reduce risk.	Y	Regular weather checks for high winds.	Mount Cook Staff	LOW

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standing trees	Crushing injuries, breaks, death	Pre-course checks by bush craft Leader. Regular weather checks for high winds. Evacuation procedures		Evacuation procedures		
Uneven Ground / Animal holes	To Participants and Staff: Breaks, Twists, Falls, Sprains	Animal holes identified, and filled in where necessary Initial safety brief to highlight danger areas. No running rules enforced in woods Supervision at all times.	Y	Filling in any dangerous holes, removal of any dangerous stumps and roots	Mount Cook Staff	LOW
Emergency Access	To All: Unable to leave or gain access	Two forms of access to the woods. Vehicle access to border of woodland	Y	Mount Cook staff	Mount Cook staff	LOW
Rough/sharp edges on buried items exposed	Participants: Cuts, abrasions	Instructor brief on correct handling and recovery of finds. Protective gloves worn by participants while digging	Y	Clear briefing by activity Instructor	Activity staff	LOW
Incorrect use of hand tools (trowels, brush)	Participants and Staff: bruising injuries, Cuts, head injury, eye injury.	Full safety brief from activity staff, Instruction on correct techniques and supervision of participants.	Y	Clear briefing by activity Instructor	Activity staff	LOW

Risk Assessment Checked by H&S or Line manager.

Name : Steve Turner CEO

Date : 4th March 2024



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