

<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 2026
<b>Completed by:</b>	Mary Reynolds	<b>Expiry Date:</b>	March 2028

<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	<ul style="list-style-type: none"> <li>- Out of bounds areas outlined to all guests during safety talks upon arrival</li> <li>- Site map outlining potential hazards on display in noticeboard</li> <li>- Appropriate warning signs to identify potential hazards in the grounds.</li> <li>- Appropriate 'No Entry' or 'Staff Only' Signs displayed</li> <li>- Locked doors for staff only areas in the centre</li> </ul>	Y	Regular visual check of site	MEDIUM
<b>Uneven Ground / Gravel paths</b> Potential trip hazards	Breaks, Twists, Falls, Sprains	<ul style="list-style-type: none"> <li>-Encourage no running around site</li> <li>-Arrival safety brief to highlight higher risk areas</li> <li>-Animal holes identified and filled in where necessary</li> </ul>	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 injuries	<ul style="list-style-type: none"> <li>-Regular walk rounds of the site carried out</li> <li>-Red and white tape used to highlight areas where branches cannot be removed</li> <li>-Safety brief enforcing no running</li> </ul>	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, 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 ‘in loco parentis’ during their stay</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 shutting down at 11pm (unless bespoke programme and later time has been agreed)</li> <li>- Guests (who require it) are notified of late-night access code for door</li> <li>- CCTV installed in 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 (managers)</li> <li>- Panic alarm for employees installed in staff room near reception – linked to external monitoring station</li> <li>- Staff are given training on how to handle difficult situations/ critical incidents</li> </ul>	<p>Y</p>	<p>Staff training</p>	<p>MEDIUM</p>
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<b>Mischief in Rooms/Pods</b> - High spirits and games played by young guests	<b>Guests</b> -impacts, bruises, crush injuries, falls, head injuries. Caused from falls from bunk beds, pillow fights, slammed doors, tripping over luggage, etc.	<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>	Y	Ensure leaders are aware of their responsibilities on arrival	MEDIUM
<b>Common Rooms –</b> Wet Floors, slamming doors	<b>To All –</b> Slips, trips, falls. Bruises, fractures, impact injuries. Head injuries	<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>- Equipment readily available to clean up spills</li> <li>- Finger guards on all public doors in the centre</li> <li>- Door closers fitted to corridor doors</li> </ul>	Y	Staff training  Regular check of facilities to ensure no damage	LOW
<b>Falls from height</b> (from windows or ladders or staircases)	<b>To All –</b> Impact injuries, fractures/broken bones, cuts and bruises, head injuries and death.	<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 hand rails installed to reduce the risk of falls</li> </ul>	Y	Regular check of facilities to ensure no damage	LOW
<b>Overcrowding</b> of bedrooms or common areas	<b>Guests &amp; Visitors –</b> Crush injuries, restricted movement in case of an emergency – could lead to burns, smoke inhalation and death	<ul style="list-style-type: none"> <li>- Room occupancy is limited</li> <li>- Sufficient wardrobe space/shelves</li> <li>- Maximum occupancy of 320 people in the centre dining room</li> </ul>	Y	Room allocations filled out prior to arrival and checked to ensure no overallocations	LOW

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<b>Fire</b>	<b>To All –</b> Burns, smoke inhalation, death. Crush injuries.	<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> <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>	Y	Please refer to Fire risk assessments	LOW
<b>Legionella Bacteria -</b>	<b>To All –</b> Poisoned, illness, death.	<ul style="list-style-type: none"> <li>- Legionella Risk Assessment and management system in place, based on regular flushing, testing of water temperatures, and periodic cleaning of area prone to scaling.</li> </ul>	Y	Please refer to Legionella risk assessment	LOW

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<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</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	Regular checks, training where required	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 are used to help staff identify those with allergies in the queue</li> <li>- All Group Leaders are asked to notify Mount Cook in advance if participants in their group have allergies during the booking process</li> <li>- Dietary requirements stored on Cinolla 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> </ul>	Y	Staff training Re-confirmation of allergies on arrival	MEDIUM

		<ul style="list-style-type: none"> <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, the Centre will make all reasonable attempts to remove the Allergen from the Centre to reduce exposure during their visit.</li> </ul>			
<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 used 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	Training and welcome talks	LOW

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<b>Self-Catering</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 cloths/tea towels provided</li> <li>- cleaning equipment 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	Induction provided on arrival	LOW

<p><b>Roof-Top Access</b> Falling off roof/falling from height, lightning strike, hyperthermia</p>	<p><b>To All –</b> Broken Bones, Fractures, Impact Injuries, Death Frostbite, burns.</p>	<ul style="list-style-type: none"> <li>- Access to the roof controlled by Centre Staff (locked gate).</li> <li>- Mobile phone/walkie talkie 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>	<p>Y</p>	<p>Staff training  Regular checks</p>	<p>LOW</p>
<p><b>Glamping Pod Entrance</b> Small entrance and lower ceilings -risk of bumping head.</p>	<p>To all - Head or face injury</p>	<ul style="list-style-type: none"> <li>- cover in and welcome safety talk</li> </ul>	<p>Y</p>	<p>Welcome talk</p>	<p>LOW</p>
<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 + map displayed in centre noticeboard</li> <li>- Groups should not be here without staff supervision.</li> </ul>	<p>Y</p>	<p>Safety briefs</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>Safety briefs</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, bruises, head injuries and death</p>	<ul style="list-style-type: none"> <li>- Where possible child groups are collected from car park by Mount Cook staff and marshalled - Otherwise group leaders are responsible for their group</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>Marshalling / Group leader supervision</p>	<p>LOW</p>

<b>Campfires</b> Risk of fire spreading	To all – burns, smoke inhalation	<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>	Y	Safety briefing & Staff training	LOW
<b>Tipi</b> Risk of tripping/ Fire from faulty electrics	To all - Impact injuries, fractures/broken bones, cuts and bruises, head injuries	<ul style="list-style-type: none"> <li>- Covered in safety brief</li> <li>- Tipi pegs around the outside all deep in ground</li> <li>- PAT test on electrics used in Tipi</li> </ul>	Y	Safety briefs	LOW
<b>Car Charging</b> Risk of tripping on cables	To all - Impact injuries, fractures/broken bones, cuts and bruises, head injuries	<ul style="list-style-type: none"> <li>- Guests warned of trip hazard if using car charging</li> <li>- Cable put into van if not in use</li> </ul>	Y	Safety briefing Staff training	LOW
<b>Activity Posts</b> Risk of tripping leading to falling down embankment	To all - Impact injuries, fractures/broken bones, cuts and bruises, head injuries	<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>	Y	Safety briefing Regular checks	LOW
<b>Car Port</b> Risk of hitting head/tripping	To all - Impact injuries, fractures/broken bones, cuts and bruises, head injuries	<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>	Y	Safety briefing Regular checks	LOW

Risk Assessment checked by CEO:

Name: Steve Turner

Date: 26/03/2026

