

<b>Assessment of:</b>	Gem Panning and Fossil Hunting		
<b>Location:</b>	Mount Cook	<b>Date of assessment:</b>	December 2023
<b>Completed by:</b>	Molly Ojari	<b>Expiry Date:</b>	February 2025
<b>Ratio:</b>	1:12 Max and Min 1 Group Leader	<b>Staff Competencies</b>	Must have suitable group management experience. Inducted into activity by approved staff member.
<b>Activities covered:</b>	Gem Panning, Fossil Hunting and Guided walk around site and to the Stone Centre		

<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>Residual Risk</b> <i>(low / medium / high)</i>
Poor hygiene	<b>To Participants and Staff:</b> Sickness and illness	Safety talk at the start to outline potential hazards. Cover up open wounds on hands with plasters. Water in trough suitably clean.	Y	Available Facilities in working order	Participant's and Mount Cook staff	LOW

**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.**

		Cleaning facilities available, Warm water for regular hand washing always available.				
Contact with cold water	<b>Participants and Staff:</b> Poor hygiene, painful hands, chill blains, numb extremities.	Safety talk at the start to outline potential hazards. Reduce length of session if weather poor Provide alternative location within building if weather poor. Provide warm water if possible.		Instructor awareness of weather conditions  Session not recommended to groups in winter months	Activity Staff  Booking Coordinator	LOW  LOW
Handling minerals	<b>Participants and Staff:</b> Exposure to lead, minor cuts.	Example Lead wrapped in plastic. Safety talk at the start to outline potential hazards. Participants only to handle items outlined by instructor Participants not to grab discarded minerals and dirt from bottom of trough.		Clear briefing from Instructor	Activity Staff	LOW

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Moving around quarry	<b>Participants:</b> Slips, trips, and falls, fall from height, lost child	Full safety brief from activity staff, Regular head counts, boundaries, no running No climbing. Areas used for session are checked prior to commencement to make sure they are suitable. Any potential hazards are pointed out to groups and unnecessary hazards are removed from the area as appropriate. Good instructor awareness and briefing.		Clear briefing from instructor  Pre-session checks	Activity Staff	LOW
<b>Guided Offsite Walk Specific</b>						
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.	Y	Clear briefing from Instructor	Activity Staff	LOW

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		Ask teachers/ adults to help supervise the group where appropriate.				
Exposure to extreme weather – cold, wet, heat and sun.	<b>To Participants and Staff:</b> 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
Slip, Trips, Falls	<b>To Participants and Staff:</b>	Leader experienced walking in terrain and of leading groups. Stay to established paths, significant hazards (cliffs, water hazards,	Y	Clear briefing and supervision from Instructor	Activity Staff	LOW

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	Minor Bruising, cuts, abrasions. Head and spinal injuries.	quarries, etc) avoided or carefully assessed. Weather forecast obtained and conditions monitored; route changed if necessary.				
Getting Lost	<b>To Participants and Leader:</b> 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
Injury, illness or emergency away from immediate help.	<b>To Participants and Staff:</b> 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.	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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		Leaders are briefed and have planned emergency procedures. Instructor to carry mobile phone				
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**Risk Assessment Checked by H&S or Line manager.**

Name : Steve Turner CEO

Date : 15<sup>th</sup> February 2024

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