

Covid-19 restarting face to face Scouting risk assessment

Name of Section or Activity	14 th Richmond Scout Boating Centre. Christmas Breakfast 2021	Date of risk assessment	5-12-21 Issue A	Name of who undertook this risk assessment	Robin Corti	COVID-19 readiness level transition	Red to Amber
------------------------------------	-----------------------------------------------------------------------------	--------------------------------	--------------------	---------------------------------------------------	-------------	--------------------------------------------	--------------

Hazard Identified? / Risks from it?	Who is at risk?	How are the risks already controlled? What extra controls are needed?	What has changed that needs to be thought about and controlled?
<i>Hazard – something that may cause harm or damage. Risk – the chance of it happening.</i>	<i>Young people, Leaders, Visitors?</i>	<i>Controls – Ways of making the activity safer by removing or reducing the risk from it. For example - you might use a different piece of equipment or you might change the way the activity is carried out.</i>	<i>Keep checking throughout the activity in case you need to change it...or even stop it! This is a great place to add comments which will be used as part of the review.</i>
Maintaining social distance at drop off and pick up: higher risk of infection spread if social distancing is not maintained.	Adults and visitors-All	Controls could include: clear expectations with all involved, stagger arrival and pick up times.	Members and Guests asked to do a hope (Lateral Flow antigen) test prior to travelling to the HQ. Visitors not to congregate in the entry lobby on arrival. Members asked to deposit coat and bags in the office after checking that it is not occupied
Maintaining social distance during meeting: higher risk of infection spread if social distancing is not maintained.	Adults and visitors-All	Controls could include: limit group sizes to the volume of people a location can support with social distancing in place, maintain and mark clear space between groups, pre-plan how groups will be managed for each activity.	Members are to observe the maximum number already agreed and displayed at the entry door of each room and hall.
Hygiene of people: higher risk of infection spread if proper hand washing is not carried out.	Adults and visitors-All	Controls could include: clear expectations with all involved, provide hand sanitiser/ hand washing for members on arrival, departure and during as required.	Members are to wear face masks when moving around and only to remove them when sitting down. Members requested to use hand sanitation provided in the entrance lobby.
Hygiene of toilets: higher risk of infection spread if hygiene is not carried out.	Adults and visitors-All	Controls could include: toilet facilities cleaned before and after sessions, cleaning equipment available to leaders with safe storage. Deep cleaning of the facility on a regular basis.	Toilets to be kept clean before the evening starts. No visitors should arrive that have either exhibited symptoms of covid in the previous 48 hours or have been in contact with family or friends.
Hygiene of activity equipment: Higher risk of infection spread if hygiene is not carried out.	Adults and visitors-All	Controls could include: cleaning of activity equipment before and after group use, assigning specific items to individuals for the evening, limiting volume of equipment used, including consumables such as paper.	All tables and chairs and kitchen work surfaces should be disinfected before the breakfast commences.
Use of outdoor spaces: un-even ground, access to space less controlled, cannot be cleaned.	Adults and visitors-All	Controls could include: choice of location appropriate to activity, briefing to leaders and young people on boundaries, checks on the location ahead of use by leaders, hand washing for all participants.	Not applicable.
Track and Trace	Adults and visitors-All	Details of visitors should be kept for two weeks after the breakfast in case of subsequent covid symptoms.	All visitors must sign in on entry to the building , leaving full names and contact details.. Anyone subsequently experiencing covid symptoms within 7 days of the event must report this to the Centre Manager who will arrange for other visitors to be notified.

Additional information can be found in the [Safety Checklist for Leaders](https://scouts.org.uk/safety) and other information at scouts.org.uk/safety

Covid-19 restarting face to face Scouting risk assessment

Review: This risk assessment is for a section to move from one COVID Readiness alert level to the next, an additional risk assessment should be produced for each move proposed.

Checked by Line Manager	Name, Role / level Date	Checked by Executive	Name, Role / level Date
Approved by Commissioner	Name, Role / level Date	Approved by Executive	Name, Role / level Date
Notification of level change	Date and by who		

We take personal data privacy seriously. The data in this form is used to assess the suitability for the return to face to face Scouting based on the controls put in place. The personal data in this form is used to identify the individuals who have completed and approved the risk assessment. This includes the individual who undertook the assessment, the line manager, Executive members and County Commissioner, who will all have access to this data. Scouts headquarters will retain this data for 3 years after the Covid-19 readiness level goes to 'Green' and does not return to 'Amber' or 'Red' to act as evidence of the assessment taking place. For further details on the Scouts data processing stance please visit our Data Protection Policy here. <https://scouts.org.uk/DPPolicy>.

Additional information can be found in the **Safety Checklist for Leaders** and other information at scouts.org.uk/safety