

Appendix D

Risk Assessments of Centre Buildings and Grounds

It is imperative that group members are closely supervised by the group leaders both inside the buildings and in the Centre grounds. The following hazards and risks have been identified to enable you to advise your group in your initial briefing on arrival at the Centre. Please ensure that a FULL BRIEFING occurs and control measures are in place.

HAZARD	RISK	CONTROL MEASURES
Kitchen		
Gas stove	Hot surfaces Burns	Close supervision of group members in kitchen area
Hot Water urn	Hot surfaces & Water Scalds	Close supervision of group members in kitchen area
Hot water from taps	Scalds	Put cold water in sink first
Sharp knives	Cuts	Show how to use correctly Close supervision of food preparation and washing up
Buildings		
Hot water taps and showers	Scalds	Turn on cold water first in basin and showers
Winding stairs	Trips or falls	Walk up and down
Wood stoves	Hot surfaces Burns	Minors Must not light, fill or interfere with these
Low beams	Head injury	Walk around buildings
Fire escapes	Steps and height falls	For emergency use only. Do not use for normal exit or playing
Bedrooms		
Bunks	Height, falls	Not for playing on. Do not jump down.
Centre Grounds		
Oil tank Gas bottles	Explosion	No party member to go near these. No smoking in the vicinity of these

HAZARD	RISK	CONTROL MEASURES
<p>Centre Grounds</p> <p>Steep banks and walls</p> <p>Pond</p> <p>Uneven steps</p> <p>Barbecue</p> <p>Car park areas</p>	<p>Heights, falls</p> <p>Water, drowning</p> <p>Heights, falls</p> <p>Hot surfaces Burns</p> <p>Moving vehicle Run over</p>	<p>Do not play or gather near these. Avoid running between areas of the garden.</p> <p>Do not play near this</p> <p>Walk up and down. Edges painted white.</p> <p>Minors must not light, fill or interfere with this.</p> <p>Ensure that young people are not in the car park area when moving vehicles.</p>
<p>Transport</p> <p>Centre minibuses- Driving</p> <p>Breakdown</p> <p>Lane to Argoed Lwyd</p> <p>Libanus</p>	<p>Numerous</p> <p>Numerous</p> <p>Narrow Sharp corners Pedestrians</p> <p>Children playing</p>	<p>All drivers must be MIDAS assessed. Vehicles serviced prior to every booking. Vehicles have full service every 3 months.</p> <p>Centre vehicles are covered by a breakdown service. Details carried (for procedures in the event of a breakdown, refer to drivers handbook).</p> <p>Maximum speed 10mph Drive with care</p> <p>Maximum speed 10mph</p>
<p>Other minibuses</p>		<p>You will need to complete your own risk assessment for your vehicle.</p>

<p>Activities</p> <p>Centre-led activities</p> <p>Self-led activities</p>	<p>Risk assessments and procedures have been completed for all hazardous pursuits under the terms of Hampshire County Council and AALS Licensing Regulations.</p> <p>You will need to complete your own risk assessment for the activities led by your Group Leaders including visits to the swimming pool, bowling alley or Big Pit. Contact the Centre Director for assistance. For self-led hazardous activities evidence of appropriate qualifications will be required. You will be expected to follow Centre's procedures and Risk Assessments for your activity programme.</p>
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