

Adventure Group – risk assessment for externally provided activities

Use this risk assessment before leading an activity to help understand the risks and any steps needed to be taken to stay safe. Complete a copy for every activity and keep this for 1 year after the date of the activity.



Activity	Climbing wall	Date of activity	03/03/22
Adventure Leader	Ann	Date of risk assessment	01/02/22
Activity Provider	Quay Climbing Centre	Date of research or recce	28/01/22

Possible hazards	Who might be harmed and how?	Ways to control the risk	Activity specific notes	Action taken? (click on the box to tick)
Bad weather (including extreme temperatures) (Outdoor activities only)	Participants – risk of illness and injury	Check the weather forecast and postpone/cancel if necessary.	Indoor activity	<input type="checkbox"/>
		Advise participants to bring suitable clothing and items for the conditions.	Indoor activity	<input type="checkbox"/>
Slips, trips and falls	Participants	Make participants aware of potential hazards; advise on suitable footwear	Participants advised to wear close fitting clothes and footwear with good grips. Climbing shoes can be hired from the venue if necessary.	<input type="checkbox"/>
Hazards due to specific nature of activity	Participants - risk of e.g. injury, drowning, vertigo	Notify participants of any likely physical risks so they may make an informed decision re their personal fitness for the activity.	Individuals suffering from vertigo may wish to forgo this activity. Participants should be confident in balancing and heights, gripping with their hands and able to support their bodyweight using their arms and legs.	<input type="checkbox"/>
		Ensure participants declare any relevant medical conditions to the provider.	Remind participants on the day	<input type="checkbox"/>
		Employ experts to instruct and supervise the activity with safety as a priority.	From Quay Climbing Centre website : "In delivering all of our activities we follow the guidelines laid down by the Association of	<input type="checkbox"/>

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		Ensure they include appropriate instruction to mitigate known physical risks (e.g. use of buoyancy aids; procedure for lifting safely; capsized procedure; what to do in emergency)	British Climbing Walls (the ABC), the National Indoor Climbing Industry Award Scheme body (the ABC Training Trust) and guidelines set out by the UK Government related to Covid-19 measures.“	
		Ensure experts are appropriately qualified to teach and supervise the activity.	Yes	<input type="checkbox"/>
		Ensure provider has first aid certification and first aid kit is available.	Yes	<input type="checkbox"/>
		Ensure provider supplies appropriate safety equipment e.g. buoyancy aids; harness etc	Yes	<input type="checkbox"/>
		Ensure provider holds public liability insurance.	Yes	<input type="checkbox"/>
Environmental risks	Participants	Ensure participants are aware of environmental hazards (e.g. pollution; poor water quality; uneven and slippery surfaces; overhanging trees; road traffic) and the actions needed to mitigate these.	Indoor activity	<input type="checkbox"/>
Loss of money	Participants – due to cancellation by either party	Establish provider’s policy for cancellation due to weather, illness or other circumstances.	This activity can only be cancelled as a group. Individuals will be required to commit to payment in advance and will not receive a refund unless the whole group cancels or a replacement participant can be found. As a group we can cancel up to 48 hours beforehand to receive a full refund.	<input type="checkbox"/>
Loss of personal property	Participants	Establish provision of secure space for storage of personal belongings; advise participants to leave valuables at home	Lockers are available. Participants must supply their own padlock.	<input type="checkbox"/>
Transmission of COVID-19 through	Participants – risk of	Plan the activity for a less busy time.	Done.	<input type="checkbox"/>

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close contact / meeting other people	spreading COVID-19	Avoid activities where physical distancing is not possible.	The Centre had measures in place to minimise the risk of Covid transmission (see here)	<input type="checkbox"/>
		Give clear information about limiting the group size in line with government guidance.	No current government guidance in place.	<input type="checkbox"/>
		Remind participants beforehand about the guidelines, including on travel & transport.	Done	<input type="checkbox"/>
		Advise participants at the start of the activity to maintain physical distancing, and what to do at any pinch points – this is everyone’s responsibility.	Remind participants on the day	<input type="checkbox"/>
		Carry a face covering in case of incidents.	Remind participants on the day	<input type="checkbox"/>
		Ensure you have a record of who attended the activity for contact tracing.	Yes	<input type="checkbox"/>
Transmission of COVID-19 through touching equipment	Participants, members of the public – risk of spreading COVID-19	Avoid touching each other’s equipment, where possible	Remind participants on the day	<input type="checkbox"/>
		Suggest participants bring hand sanitiser.	Done. The Climbing Centre also makes hand sanitiser available.	<input type="checkbox"/>
		Advise participants not to share food, drink or equipment.	Remind participants on the day	<input type="checkbox"/>
<i>Activity description and details to provide to participants before the start of the activity</i>		<ul style="list-style-type: none"> a. Type of activity b. Name of leader and leader’s contact details c. Location of activity d. Date and start time e. Duration f. Cost, including deposit required g. Deadline for commitment (including payment of deposit if required) h. Deadline for payment in full i. Cancellation policy j. Procedure for notifying group if provider cancels k. Level of fitness required or any particular skills 	See the Adventure group news post: https://u3a.dawlish.info/adventure-group-climbing	

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		<ul style="list-style-type: none"> l. Need to declare relevant medical conditions m. Disclaimer: Please note that whilst the organisers are concerned for everyone's welfare, by taking part in this activity you should recognise that your safety is your own responsibility. n. Appropriate footwear & clothing o. Toilet / refreshment facilities p. What to bring – food / drink / equipment q. Meeting point r. Car parking facilities 		