

## 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.



<b>Activity</b>	Tobogganing	<b>Date of activity</b>	January/February 2023 (Date TBC)
<b>Adventure Leader</b>	Miggie Pickton	<b>Date of risk assessment</b>	07/01/23
<b>Activity Provider</b>	John Nike Leisuresport (Plymouth Snowsports Centre)	<b>Date of research or recce</b>	06/01/23

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.	To be checked on the day. Note: tobogganing takes place outdoors and the provider will only cancel if thunder and lightning render the hill unsafe.	<input type="checkbox"/>
		Advise participants to bring suitable clothing and items for the conditions.	Wear weather suitable clothing and sturdy trainers.	<input type="checkbox"/>
Slips, trips and falls	Participants	Make participants aware of potential hazards; advise on suitable footwear	Wear closed toe, flat footwear with a good grip. Be mindful of your surroundings at all times, including the location of other participants.	<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.	Fitness appropriate for the activity: ability to walk approx. 300 yards from Reception down to the tobogganing centre and the same back up the hill again afterwards; willingness and ability to hear and follow safety instructions.	<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. Ensure they include appropriate instruction to mitigate known physical risks (e.g. what to do in emergency)	Centre staff to advise on all health and safety matters; techniques for tobogganing; emergency procedures etc.	<input type="checkbox"/>

Possible hazards	Who might be harmed and how?	Ways to control the risk	Activity specific notes	Action taken? (click on the box to tick)
		Ensure experts are appropriately qualified to teach and supervise the activity.	Centre staff have had appropriate training and will be on hand to answer questions.	<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	Not applicable	<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.	Participants are advised to wash hands before eating or drinking.	<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.	Plymouth Snowsports Centre state "We are a rain or shine slope, we would only stop a session if there was thunder and lightning due to the risk of being on a hill in such a storm". (Source: <a href="https://www.jnplymouth.co.uk/activities/tubing-tobogganing/#faq">https://www.jnplymouth.co.uk/activities/tubing-tobogganing/#faq</a> ) If cancellation occurs earlier than 48 hours before the booked activity then the booking may be moved to another date. Otherwise a charge of 25% of the activity cost will be made.	<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 on payment of 20p for a token.	<input type="checkbox"/>
Transmission of COVID-19 through close contact / meeting other people	Participants – risk of spreading COVID-19	Plan the activity for a less busy time.	Activity to take place on an off-season week day.	<input type="checkbox"/>
		Avoid activities where physical distancing is not possible.	Each toboggan takes one adult so physical distancing is possible.	<input type="checkbox"/>
		The use of a lateral flow test on the morning of the activity is encouraged but not now mandatory.	Included in website briefing.	
		Carry a face covering in case of incidents.	Face masks are optional, in line with government guidance.	<input type="checkbox"/>

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		Ensure you have a record of who attended the activity for contact tracing.	Yes	<input type="checkbox"/>
		Avoid touching each other's equipment, where possible	Included in website briefing.	<input type="checkbox"/>
Transmission of COVID-19 through touching equipment	Participants, members of the public – risk of spreading COVID-19	Suggest participants bring hand sanitiser.	Toboggans are cleaned regularly. The risk of virus transmission is low because the activity takes place outdoors.	<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"> <li>a. Type of activity</li> <li>b. Name of leader and leader's contact details</li> <li>c. Location of activity</li> <li>d. Date and start time</li> <li>e. Duration</li> <li>f. Cost, including deposit required</li> <li>g. Deadline for commitment (including payment of deposit if required)</li> <li>h. Deadline for payment in full</li> <li>i. Cancellation policy</li> <li>j. Procedure for notifying group if provider cancels</li> <li>k. Level of fitness required or any particular skills</li> <li>l. Need to declare relevant medical conditions</li> <li>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.</li> <li>n. Appropriate footwear &amp; clothing</li> <li>o. Toilet / refreshment facilities</li> <li>p. What to bring – food / drink / equipment</li> <li>q. Meeting point</li> <li>r. Car parking facilities</li> </ul>	Details are available on the Dawlish & District website: <a href="https://u3a.dawlish.info/adventure-group-tobogganing">https://u3a.dawlish.info/adventure-group-tobogganing</a>	