

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	Footgolf	Date of activity	Friday 12th April 2024 at 2 pm Thursday 18th April 2024 at 2 pm	
Adventure Leader	Deborah	Date of risk assessment	20/03/24	
Activity Provider	Footgolf on the Exe	Date of research or recce	20.03/24	
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.	If the weather is so bad that the whole group chooses to cancel then it may be possible for the organiser to identify an alternative date.	<input type="checkbox"/>
		Advise participants to bring suitable clothing and items for the conditions.	Wear trainers, football boots not allowed. Dress appropriately for weather	<input type="checkbox"/>
Slips, trips and falls	Participants	Make participants aware of potential hazards; advise on suitable footwear	Trainers or similar	<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.	Participants to make their own assessment of their fitness to take part. They should be aware that if kicking is an unaccustomed activity, it could put unexpected strain on hips and knees	<input type="checkbox"/>
		Ensure participants declare any relevant medical conditions to the provider.		<input type="checkbox"/>
		Employ experts to instruct and supervise the activity with safety as a priority.	No identified safety hazards	<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 they include appropriate instruction to mitigate known physical risks (e.g. use of buoyancy aids; procedure for lifting safely; capsize procedure; what to do in emergency)		
		Ensure experts are appropriately qualified to teach and supervise the activity.		<input type="checkbox"/>
		Ensure provider has first aid certification and first aid kit is available.	first aid kit on site	<input type="checkbox"/>
		Ensure provider supplies appropriate safety equipment e.g. buoyancy aids; harness etc	nothing required	<input type="checkbox"/>
		Ensure provider holds public liability insurance.	Yes £5m	<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.	It might be slippery or wet underfoot. Wear clothing appropriate for the weather on the day	<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.	We pay on the day for those who turn up so no loss of money	<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	Leave belongings in your car or carry them with you on the course	<input type="checkbox"/>
Transmission of COVID-19 through close contact / meeting other people	Participants – risk of spreading COVID-19	Suggest participants stay at home if they are exhibiting Covid symptoms. Suggest participants bring hand sanitiser. Advise participants to respect each other’s personal space.		<input type="checkbox"/>

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<p><i>Activity description and details to provide to participants before the start of the activity</i></p>		<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 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 	<ul style="list-style-type: none"> a. Footgolf b. Deborah c. Footgolf on the Exe ,Opposite The Royal Marine Camp, Exmouth Rd, Exton, Exeter EX3 0PU d. tbc e. approx 90 minutes for the game f. £10 per person g. commitment by 5th April. No deposit required h. pay on the day i. participant to let Deborah know if not coming after booking j. website and email to those booked k. ability to walk and kick l. not required m. disclaimer n. trainers - football boots not allowed. Outdoor clothing suitable for weather o. toilets onsite and bar and food, also picnic area p. no special requirements q. car park (or pre-arranged lifts) r. free car park on site 	