

## 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>	Indoor Karting	<b>Date of activity</b>	24/02/2025
<b>Adventure Leader</b>	Carolyn Hartley	<b>Date of risk assessment</b>	27/01/2025
<b>Activity Provider</b>	Raceworld Indoor Karting Unit 4 Greendale Business Park Sidmouth Road Woodbury Devon, EX51EW	<b>Date of research or recce</b>	27/01/2025

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.	N/A	<input type="checkbox"/>
		Advise participants to bring suitable clothing and items for the conditions.	Warm clothing and sensible shoes (trainers preferred)	<input type="checkbox"/>
Slips, trips and falls	Participants	Make participants aware of potential hazards; advise on suitable footwear	Trainers preferred	<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.	This is a physical activity. There will be a full safety briefing.	<input type="checkbox"/>
		Ensure participants declare any relevant medical conditions to the provider.	Safety briefing	<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)
		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. use of buoyancy aids; procedure for lifting safely; capsize procedure; what to do in emergency)	Safety briefing before event	<input type="checkbox"/>
		Ensure experts are appropriately qualified to teach and supervise the activity.	Checked	<input type="checkbox"/>
		Ensure provider has first aid certification and first aid kit is available.	Staff are first aid certified	<input type="checkbox"/>
		Ensure provider supplies appropriate safety equipment e.g. buoyancy aids; harness etc	All equipment supplied. Bring your own or by a balaclava for £3.00.	<input type="checkbox"/>
		Ensure provider holds public liability insurance.	Convex Insurance UK Limited	<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.	Maybe a cold temperature in the building; also exhaust fumes from the karts.	<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.	The provider's cancellation policy is outlined on the website <a href="#">here</a> , but note that as a group booking we will be agreeing to a specific number of participants and once committed, no refunds will be made unless a replacement person can be found.	<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 provided	<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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<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>	<p>Indoor Karting Carolyn Hartley 07714728562 Sidmouth 24-2-2025 14:00 for 14:45 Start 1 hour £65.00</p> <p>7<sup>th</sup> February 2025</p> <p>Able to see and drive a vehicle Yes</p> <p>Suitable trainers</p> <p>At the track Available</p>	