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	Gong Bath	**Date of activity**	*04/12/2026*
Adventure Leader	Carolyn A Hartley	**Date of risk assessment**	*06/11/2026*
Activity Provider	Julie Clark, Gong Practitioner	**Date of research or recce**	*15/09/2026*

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.	☐
		Advise participants to bring suitable clothing and items for the conditions.	Wear comfortable clothing and bring an extra layer or blanket. A pillow might be useful and an eye mask. Bring a yoga mat if you have one.	☐
Slips, trips and falls	Participants	Make participants aware of potential hazards; advise on suitable footwear	Wear comfortable footwear/socks	☐
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.	Moderate fitness required.	☐
		Ensure participants declare any relevant medical conditions to the provider.	On the day, declare any medical conditions to the practitioner.	☐
		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 briefings carried out prior to the activity.	☐

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.	Our practitioner is appropriately trained and fully qualified.	☐
		Ensure provider has first aid certification and first aid kit is available.	Practitioner is First Aid Trained with ProTraining UK.	☐
		Ensure provider supplies appropriate safety equipment e.g. buoyancy aids; harness etc	N/A	☐
		Ensure provider holds public liability insurance.	Practitioner is fully insured with public liability insurance	☐
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.	N/A	☐
Loss of money	Participants – due to cancellation by either party	Establish provider's policy for cancellation due to weather, illness or other circumstances.	If the provider cancels then a full refund will be given. If a participant cancels after the deadline (27th November) then payment is not refundable unless another person can be found to take the place.	☐
Loss of personal property	Participants	Establish provision of secure space for storage of personal belongings; advise participants to leave valuables at home	Please avoid bringing valuables to the session. However, all belongings should be safe because they will be kept in the same room as we are doing the gong bath.	☐
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.	Stay at home if you have symptoms. Bring your own sanitiser. Respect personal space.	☐

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Activity description and details to provide to participants before the start of the activity		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	Gong Bath Julie Clark Manor House, Dawlish 4th December 2026 at 2pm 1.5 hrs £10.00 + £2.00 hire of room per person 20th November 2026 27th November 2026 to reschedule asap e mail group non required declare to provider as requested above on site blanket, yoga mat, pillow Manor House room 4A On site	