

Risk assessment

Name of activity, event, and location	1 st Market Bosworth Scout Group – cooking & gas lighting activities	Date of risk assessment	01/10/2023	Name of person doing this risk assessment	Simon Jeffers – Group Lead Volunteer
		Date of next review	01/10/2025 or after significant change or incident		

What hazard have you identified? What are the risks from it?	Who is at risk?	How are the risks already controlled? What extra controls are needed?	What has changed that needs to be thought about and controlled?
<p>A hazard is something that may cause harm or damage.</p> <p>The risk is the harm that may occur from the hazard.</p>	For example: young people, adult volunteers, visitors	<p>Controls are ways of making the activity safer by removing or reducing the risk from it. For example, you may use a different piece of equipment or you might change the way you do the activity.</p>	<p>Keep checking throughout the activity in case you need to change what you're doing or even stop the activity.</p> <p>This is a great place to add comments which will be used as part of the review.</p>
<p>Tables and chairs (and other obstructions) – injuries to participants or leaders setting up, moving, or collapsing the items.</p>	Young people and leaders	<ul style="list-style-type: none"> • Leaders and Young Leaders oversee setting up and moving tables and chairs. • No one carries tables alone – at least two people carry each table. • Stack chairs facing side to the wall so they don't fall. Don't stack chairs more than six chairs high. • Leaders help with stacking and unstacking chairs. • Chairs to be stacked no higher than 6 • Leaders set out tables and chairs at the start of the meeting (based on the planned activities), then push them against the walls until needed. • Chairs and table to be secured with chains provided 	
<p>Injury, fire, explosion or damage from faulty cooking or gas equipment</p>	All present and buildings	<ul style="list-style-type: none"> • Gas equipment is not to be used inside the scout hut • Check cooking equipment is in good enough condition, appropriate for the planned activity, and is the right the size for everyone taking part. • Leaders consider which parts of the activity need to be done by adults, or with close supervision. • Make sure there's enough space between participants. Think about their location in 	

You can find more information in the [Safety checklist for leaders](#) and at scouts.org.uk/safety

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		<p>the kitchen or main hall or mess tent.</p> <ul style="list-style-type: none"> • Make sure there is good ventilation. 	
Sharp items – injuries from mistakes or misuse.	All present	<ul style="list-style-type: none"> • Leaders count out the sharp items and are clear on how many are being used. Leaders count sharp items back in to make sure that all are returned. Only issue what is necessary. • Adults or Young Leaders supervise young people when they're using sharp items – at least one adult or Young Leader for each group. • Leaders brief young people on using the sharp item safely before they use it. 	
Heat sources – burns from mistakes or misuse.	All present	<ul style="list-style-type: none"> • Adults or Young Leaders supervise young people when using hot items (such as ovens, stoves, candles, and fires) – at least one adult or Young Leader for each group. • Use heat sources in a defined area to restrict access. • Leaders brief young people on using the heat sources safely before they use them. 	
Cables and electricity – trips, falls, or electrocution from mistakes or misuse.	All present	<ul style="list-style-type: none"> • Use appliances close to sockets where possible. • Cover and identify trailing cables where possible. • No liquids near electrical items where possible. • Leaders supervise use of electrical items. 	
Gas	All present	<ul style="list-style-type: none"> • Check that pipe is secured at both ends using a Hose Clip • With appliance lit, check for gas leaks using a soap solution or leak detecting fluid. If any leaks found, turn off gas immediately and rectify the leak before further use. • Never search for gas leaks with a naked flame • Normally all parts of an appliance will become very hot during use, allow to cool before handling. • Gas bottles must be stored outside of any enclosed structure and gas appliances used in a well-ventilated area. 	

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Change Log

Date	Change
16th June 2023	Addition of gas is not to be used inside the scout hut - Paul Winfield – Scout Assistant Section Leader
01/10/2023	Review date extended to two years or after significant change or incident - Simon Jeffers – Group Lead Volunteer

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