1st ELGIN SCOUTS

RISK ASSESSMENT FOR PORTA CABIN, HALL and SIT-ON LAWN MOWER/STRIMMER USE

NAME OF DISTRICT/GROUP: …………………………1st Elgin Scouts ………………………………………………………………………………

NAME OF PERSON COMPLETING RISK ASSESSMENT/UPDATE: ……………Andre Govier/GSL……Paul Gray/RSec…………………………

DATE OF RISK ASSESSMENT/UPDATE: ……………27/08/2021………………………………………………………………………………………………..

The aim of this risk assessment is to provide general information on the type of hazards adults and young members (as well as others who may be involved) are exposed to.

The list given is by no means an exhaustive one. Hazards which are not listed but are specific to your visit should be recorded on the blank assessment form



P.O.R rules relating to PORTA CABIN and SIT ON LAWNMOWER/STRIMMER

The only information we need to be aware of and comply with is the information contained in the general factsheets and Scout PORs

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Activity | P.O.R Rules | Other information | Scouting Authorisation Required | Extra third party insurance required | Notification Required |
| N/A | * FS129999 safety in Scouting: Safety Checks
* FS120000 Activities – Risk Assessment
* Safety checklist for leaders
* FS120088 Weather Forecasts in Outdoor Activities
 | No | No | No | no |

Risk assessment

|  |  |
| --- | --- |
| Ratios | As per Scouts POR |
| Qualifications | Not required All using generator/lawn mower/strimmer to be briefed by GSL |
| Control Measures in force | * First aid kit to be in port cabin/hall
* Appropriate FAFA in hall and portacabin
* Fire and carbon monoxide detector in Porta cabin
* No single use
* All using generator/lawn mower/strimmer to briefed by GSL
* Correct storage and training in use of fuel & gas
* Correct training in usage of generator
* Warning signs
* Lock up / shut down checks in place
* No gas cooking in porta cabin
* Weekly running of water and hot water boiler
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| HAZARD | Risk before control Measure | Who is at risk | STEPS TO CONTROL RISK | RISK LEVEL if controls implemented | REVIEW AND DECISION |
| --- | --- | --- | --- | --- | --- |
| Slips, trips, falls | Med | All | * First aid equipment is available and properly stocked. A qualified first aider should be in attendance. (porta cabin in date, on wall, Hall details in store rooms)
* Flooring in the kitchen, serving and dining areas should be kept clear of obstructions and greasy/wet areas mopped clean and dry as soon as necessary. Flooring to be replaced shortly in Porta cabin
* Check field for abandoned, missed, equipment/litter such as pegs, mallets, axes, drinks cans that might cause injury
* Brief group to avoid uneven ground where possible
* Mop up any water in cabins
* Light up path using spotlights at night
* Users to be aware of step up into cabin
 | Low | Aug 21 – no changes  |
| Electrical | Med | All | * Check circuit breakers for potential faulty circuits. These are in the end of the Porta cabin
* Appliances should have valid PAT certification.
* Keep electrical appliances away from wet processes.
* Valid electrical safety check performed (Porta cabin done valid until Aug 2023)
 | Low | Aug 21 – PAT testing to be carried out  |
| Fire | Med | All | * Combustible waste should be bagged and binned and not allowed to build up
* The smoke detector in the Porta cabin should be checked monthly and be in working order. (renewed Aug 21)
* Gas bottles are stored securely, and valves closed.
* Gas store is securely locked.
* All containers of flammable liquids should be marked and stored away from fire/tents and porta cabin in the storage container
* No cooking with gas in porta cabin
 | Low | Aug 21 – gas cage to be installed  |
| Gas and flammable liquid storage | High | All | * Suitable approved containers only used. Presently metal shipping container – gas cage on order.
* Stored in secure area
* Limited access
* Storage area signposted
* No smoking within proximity
* No smoking whist using generator or lawnmower or strimmer
* Limits on petrol stored to 1 x 20lt jerry can and 1 x 10lt
 | Low | Aug 21 – no changes |
| Cleanliness |  |  | * Appropriate cleaning materials to be available
* Work on a ‘clear as you go’ system to ensure spillages are dealt with promptly. All users to thoroughly clean utensils, appliances, surfaces, floors, and towels asap after use.
* Mops should disinfect and be left to dry asap.
* Only use the mop and bucket that is allocated for the kitchen
 | Low | Aug 21 – no changes |
| Food poisoning |  |  | * Food safety information /posters to be available to users for hygiene, food handling and cutting.
* Cutting boards, bowls, mops, and buckets available as appropriate.
 | Low | Aug 21 – no changes |
| Stagnant water in pipes  | Medium | All | * If not utilised for a long period, then before use run water for at least 5 mins
* Any funny tastes or colour – do not use
* No known issues exist to date
* Main water feed that is tested at source
 | Low | Aug 21 – no changes |
| Contracting of Legionella Disease,  | Med | All | * Flush system at least weekly to simulate use and run taps for 10 minutes.
* Buildings that are temporarily shut down (mothballed) should follow the guidance in HSG274 Part 2 paragraphs 2.50-2.52.
* Marked on check sheet in porta cabin.
* Cabins presently in daily use with only one water boiler at point of use.
 | Low | Aug 21 – no changes |
| Injury from lawn mower  | High | All | * Before anyone is cleared to use instructed by GSL
* Getting off seat automatically kills lawnmower
* Unable to start with blade engaged
* All briefed not to cut grass close to people due stone flying risk
* Refuelling only done outside and with cold machine
* No smoking near machine
* Machine to be regularly serviced (last done May 21)
 | Low | Aug 21 – no changes |
| Injury from Strimmer  | High | All | * Before anyone is cleared to use instructed GSL
* All briefed not to cut grass close to people due stone flying risk
* Refuelling only done outside and with cold machine
* Wearing of supplied safety helmet and visor at all times
 | Low | Aug 21 – no changes |
| Scalds | Med | All | * Warning signs to be displayed
* All briefed before use
 | Low | Aug 21 – no changes |
| Weather  | Medium | All  | * No use of lawn mower & strimmer in wet or windy weather
* Only use lawn mower & strimmer in daylight
 | Low | Aug 21 – no changes |
| Security | Medium | All  | * Ground surrounded by fencing and gate
* If camping, Leaders to walk around camp through night and check
* Close gates
* Cabin and storage container to be locked when not in use
 | Low | Aug 21 – no changes |