

<b>Activity Area:</b>	<b>Bush Craft - Woodland</b>
<b>Minimum Staffing Level</b>	1 Instructor
<b>Staff/Pupil Ratio</b>	1:15
<b>Staff Qualifications</b>	In House Trained
<b>Maximum Number of Participants</b>	15
<b>Role of Accompanying Adult:</b>	Supervisor

Risk Matrix	Likelihood			
Consequences	Very Likely	Likely	Unlikely	Highly Unlikely
Fatality	High -16-	High -15-	High -14-	Medium -13-
Major Injuries	High -12-	High -11-	Medium -10-	Medium -9-
Minor Injuries	High -8-	Medium -7-	Medium -6-	Low -5-
Negligible Injuries	Medium -4-	Medium -3-	Low -2-	Low -1-

Hazard	Persons at risk	Prior Risk	Existing Controls	New Risk Factor
Uneven surfaces	Participants Instructors	High 8	Instructor briefing and on-going vigilance. Instructor to check and clear the area before the groups arrive.	Medium 9
Lifting	Participants Instructors	High 8	Participants to work together to lift large objects.	Medium 9
Weather	Instructors Participants Observers	High 12	Instructor to monitor weather & suspend or cancel session when conditions cause safety to be affected. Instructor to check that all participants have suitable clothing prior to commencing the activity. Instructors must always wear appropriate clothing to run the activity safely. Appropriate clothing, time out of sun, fluid breaks.	Medium 9
Open fire's	Instructors Participants	High 12	Prior briefing and instruction by Group Leader. Demonstration to establish safe fire lighting protocols. Safe site to be chosen cleared & prepared in advance of fire lighting. Perimeter established – no running or fooling about in the area, walk round the fire. Safe seating positions established. At all times review and maintain a safe staff to client ratio First Aid kit & adequate water to hand.	Medium 10
Smoke inhalation	Instructors Participants Observers	High 8	When tending fire maintain safe distance. Start the fire small and maintain it fit for purpose - small and efficient. No potentially toxic or hazardous materials to be disposed of using the fire e.g., plastics, gas canisters. Avoid adding green wood and toxic plants e.g., laburnum to fire	Medium 7
Contact with hot and or sharp items	Instructors Participants Observers	High 12	Use thick gloves to handle hot items e.g., Dutch Ovens, fry pans. Use purpose made handles on containers containing hot liquids. Adults to check tripods and billy stands for stability before use. Group to be shown how to use sharp knives and axes safely, the participants are only to use them if the instructor is satisfied, they will be safe.	Medium 10
Cooking and food preparation	Instructors Participants Observers	Medium 7	All participants to be briefed and trained on food and personal hygiene and use of sharps. Close adult supervision of clients whilst they are cutting and preparing food. Use designated area for food preparation. Hand wash and hand cleanser must be available. Suitable work surfaces to be used. Dispose of food waste hygienically.	Low 5

Group control / staffing ratios	Instructors Participants Observers	Medium 4	Ratio of staff to students 1:12 for inexperienced students. Ratio of staff to students 1:15 for experienced students. Ratio of staff to challenging students 1:3 Contact details to be held by Group Leader. Leader to have First Aid kit to hand.	Low 1
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