

Activity Area:	Sherwood Lodge
Minimum Staffing Level	N/A
Staff/Pupil Ratio	N/A
Staff Qualifications	N/A
Maximum Number of Participants	N/A
Role of Accompanying Adult:	Controller of building while resident

Risk Matrix	Likelihood			
	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	Control Measures	New Risk Factor
Location hazards	Instructors Observers Participants Contractors	High 8	Area kept clear of obstruction, tables and chairs moved back as appropriate.	Medium 6
Vehicle traffic	Instructors Observers Participants Contractors	High 16	Grounds are to be clear of all obstacles. Residents to be notified of traffic out side main door when leaving. Site speed limits of 5mph.	Medium 13
Ignition Sources				
Electrical appliances Gas boiler Kitchen equipment Electrical system Smokers materials Arson	Instructors Observers Participants Contractors	High 16	All electrical appliances PAT tested. All Gas appliances serviced every year by LPG Gas Engineer. All fire alarms tested once a month and serviced twice a year. Emergency lighting tested once a month. CCCTV in operation around site and staff resident on site security.	Medium 13
Fuel Sources				
LPG gas supply Cooking oils Cigarette lighters etc. Curtains/ mattresses Sleeping bags/ covers Litter/ waste Chairs/ tables Building materials	Instructors Observers Participants Contractors	High 16	Visitors - 'Visitor Code of Practice' Staff – Site induction/ on-going training. Safety notice/ test certificate. Building maintenance weekly checks. All none COSH chemicals removed. Fire fighting equipment in buildings, and serviced every year.	Medium 13
Building				
Uneven surfaces	Instructors Observers Participants Contractors	High 12	Residents encouraged not to run. Leaders issue warnings with regards to hazardous areas. Safety notices on display in main living room.	Medium 9

Stairs entrance and fire exit	Instructors Observers Participants Contractors	High 12	Full lighting on stairs when dark. Outside steps safety painted. Residents encouraged to walk while using stairs.	Medium 10
Bunk Beds	Participants	High 8	Residents encouraged not to be messing around on beds. Leaders issue warnings with regards to the hazards of bunk beds.	Medium 6
Showers/hot water taps	Participants Instructors Contractors	High 8	All Gas appliances serviced every year by LPG Gas Engineer. Temperature checks carried out every month and adjustments made where needed.	Low 5
Flat roof (adjacent to kitchen)	Instructors Observers Participants Contractors	High 16	Safety rail in place to stop residents going onto roof area. Centre staff observation, and leaders advised of risk.	Medium 13