

Activity Area:	Team Building – Open Area
Minimum Staffing Level	1 Instructor
Staff/Pupil Ratio	1:20
Staff Qualifications	In House Trained
Maximum Number of Participants	N/A
Role of Accompanying Adult:	None

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	Existing Controls	New Risk Factor
Slips, Trips and Falls	Participants Instructors	High 8	Instructor briefing and ongoing vigilance. Session is to run in a suitable location to minimise trips and falls	Medium 6
Falling from apparatus	Participants	High 12	Activity areas out of bounds to unsupervised use. Participants supported on higher elements. Equipment subject to weekly safety check.	Medium 9
Injury from apparatus	Participants, Instructors, Observers	High 12	Care in moving and using equipment emphasised in initial briefing and monitored by trained instructor.	Medium 9
Lifting	Participants Instructors	High 12	Participants work together to lift larger objects.	Medium 10
Weather	All	Medium 4	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.	Low 1
Lightning and/or storms	All	High 16	Instructor is not to run the session in any serious storm. If caught out during a lightning storm, then the instructor must cease the activity immediately and seek appropriate shelter.	Medium 13
High winds	Instructors Participants	High 16	Instructor to monitor weather & suspend or cancel session when wind conditions cause safety to be affected. Tree survey and wind policies in place (see SOP N: Drive).	Medium 13
Extremities entrapment	Participants Instructors	High 8	Instructor to brief participants on the specific risks of each section of the activity before allowing participant to take part. Instructor to be vigilant during the session and be in the position of maximum usefulness.	Medium 6
Hair, clothing or jewellery trapped in equipment/apparatus	Participants Instructors	High 12	Instructors are to brief all participants to tuck away loose clothing and long hair prior to commencing the activity. Instructors are to brief participants to remove all jewellery including watches prior to commencing the activity and ensure that this is kept in a safe place with accompanying adult/teacher. Instructor to visually check every participant prior to commencing each new element to ensure compliance	Medium 12

Spiders Web				
Fall when being lifted / being dropped	Participants Instructors	High 8	Flat, even ground Safety Briefing Supervision Instructor vigilance / spotting technique	Medium 6
Injury from manual handling	Participants Instructors	High 12	Correct manual handling technique to be briefed / used	Medium 12
Injury from fall	Participants Instructors	High 8	Safety Briefing Operator vigilance Operating activity area to be checked before any user enters and cleared of any hazard to users.	Medium 6
Entanglement	Participants	High 8	Ensure all Long hair is tied up/back as appropriate. No loose clothing to be worn. Clear Briefing/Instructions, full understanding. Participants leaving the ground must not go above 6ft. Must be held by a minimum of 2 people One must be at the head end. Elements designed/manufactured where climbing through the spider's web protection is in place, i.e. bungee rope used stop participants from entangling themselves.	Medium 6
Drian pipe run ball or water				
Injury from apparatus	Participants, Instructors, Observers	High 12	Care in moving and using equipment emphasised in initial briefing and monitored by trained instructor.	Medium 9
Sharpe edges	Participants, Instructors,	Medium 4	Equipment to be checked be and after use. Any damaged equipment to be removed and duty manager to be informed.	Low 1
Water	Participants, Instructors,	Medium 4	Fresh water to be used from one of the site taps. Ensuring bucket being used to transport is clean and suitable for the task. Participants instructed to wash hands after event.	Low 1
Caterpillar tracks				
Cuts from edge of track	Participants, Instructors,	Medium 4	Equipment to be checked before and after each use. If found to be damaged it should be removed and the duty manager informed.	Low 1
Slips, Trips & Falls	Participants	Medium 4	Shoelaces to be tied up and appropriate Footwear to be worn. Clear Briefing/Instructions, ensuring full understanding. Floor area to be checked before any user enters and cleared of any hazard to users.	Low 1
Crush from other participants	Participants	High 8	Instructor to be vigilant during the session and stand in the position of maximum usefulness. Instructors are to brief participants to remove prominent jewellery prior to participation. Entire group to be dynamically assessed before taking part. Any users not following the rules will be removed from the session or the whole group session will end. Consideration in place participants in size order from tall at the front to small at the rear.	Medium 6
Land Skis				
Crush from other participants	Participants	High 8	Instructor to be vigilant during the session and stand in the position of maximum usefulness. Instructors are to brief participants to remove prominent jewellery prior to participation. Entire group to be dynamically assessed before taking part. Any users not following the rules will be removed from the session or the whole group session will end. Ensure that the group have appropriate footwear on for this activity. Consideration in place participants in size order from tall at the front to small at the rear.	Medium 6
Lifting	Participants Instructors	High 12	Participants work together to lift larger objects.	Medium 10

Splinters	Participants Instructors	Medium 4	Instructor to perform visual check of wooden equipment prior to commencing the activity. Activity instructor to conduct weekly inspection of wooden equipment and repair or replace splintered components as necessary. First Aid kit always available.	Low 2
-----------	-----------------------------	-------------	---	----------

Pyramid Stack				
Lifting	Participants Instructors	High 12	Participants work together to lift larger objects ensuring correct number of persons to item being moved. Instructor to be vigilant during the session and stand in the position of maximum usefulness.	Medium 10
Cuts from edge's	Participants, Instructors,	Medium 4	Equipment to be checked before and after each use. If found to be damaged it should be removed and the duty manager informed.	Low 1
Rope burns	Participants Instructors	High 8	Instructor to brief participants in how to use roped handles correctly prior to use.	Low 5
Splinters	Participants Instructors	Medium 4	Instructor to perform visual check of wooden equipment prior to commencing the activity. Activity instructor to conduct weekly inspection of wooden equipment and repair or replace splintered components as necessary. First Aid kit always available.	Low 2

Mine Field				
Lifting	Participants Instructors	High 12	Participants work together to lift larger objects ensuring correct number of persons to item being moved. Instructor to be vigilant during the session and stand in the position of maximum usefulness.	Medium 10
Cuts from edge's	Participants, Instructors,	Medium 4	Equipment to be checked before and after each use. If found to be damaged it should be removed and the duty manager informed.	Low 1
Crates	Participants Instructors Observers	High 8	All crates to be checked in line with Friday check sheets. Any damaged ones to be removed and duty manager made aware.	Low 5
Fall from crate	Participants Instructors	High 8	Instructor to brief participants on the entire course and how to tackle it prior to allowing participant onto the course. Participants to be advised to land correctly, with knees bent and with a straight back. User to be made aware of the surroundings while on that activity. Floor area to be checked before any user enters and cleared of any hazard to users.	Low 5

Un-exploded Boom (U.X.B)				
Lifting	Participants Instructors	High 12	Participants work together to lift larger objects ensuring correct number of persons to item being moved. Instructor to be vigilant during the session and stand in the position of maximum usefulness.	Medium 10
Collisions with other participants/obstacles (When made to run after dropping the U.X.B)	Participants Instructors	High 8	Instructor to brief participants prior to the session commencing to follow the instructor's directions and be aware of colliding with others. Entire group to be dynamically assessed before taking part.	Low 5
Rope burns	Participants Instructors	High 8	Instructor to brief participants in how to use roped handles correctly prior to use.	Low 5

Log in The Box				
Lifting	Participants Instructors	High 12	Participants work together to lift larger objects ensuring correct number of persons to item being moved. Instructor to be vigilant during the session and stand in the position of maximum usefulness.	Medium 10
Splinters	Participants Instructors	Medium 4	Instructor to perform visual check of wooden equipment prior to commencing the activity. Activity instructor to conduct weekly inspection of wooden equipment and repair or replace splintered components as necessary. First Aid kit always available.	Low 2
Exposed skin on rough surfaces	Participants Instructors	High 8	Instructor to ensure all participants wear suitable clothing (long sleeves and trousers and sturdy footwear (no sandals) prior to session commencing.	Low 5
Extremities entrapment	Participants Instructors	High 8	Instructor to brief participants on the specific risks of each section of the course prior to allowing participant on the course. Instructor to be vigilant during the session and stand in the position of maximum usefulness.	Medium 6

Wooden puzzles Letter T and H				
Lifting	Participants Instructors	High 12	Participants work together to lift larger objects ensuring correct number of persons to item being moved. Instructor to be vigilant during the session and stand in the position of maximum usefulness.	Medium 10
Splinters	Participants Instructors	Medium 4	Instructor to perform visual check of wooden equipment prior to commencing the activity. Activity instructor to conduct weekly inspection of wooden equipment and repair or replace splintered components as necessary. First Aid kit always available.	Low 2
Exposed skin on rough surfaces	Participants Instructors	High 8	Instructor to ensure all participants wear suitable clothing (long sleeves and trousers and sturdy footwear (no sandals) prior to session commencing.	Low 5
Extremities entrapment	Participants Instructors	High 8	Instructor to brief participants on the specific risks of each section of the course prior to allowing participant on the course. Instructor to be vigilant during the session and stand in the position of maximum usefulness.	Medium 6

Brain Drain				
Lifting	Participants Instructors	High 12	Participants work together to lift larger objects ensuring correct number of persons to item being moved. Instructor to be vigilant during the session and stand in the position of maximum usefulness.	Medium 10
Water	Participants, Instructors,	Medium 4	Fresh water to be used from one of site taps. Ensuring budget being used to transport is clean and suitable for the task. Participants instructed to wash hands after event.	Low 1
Exposed skin on rough surfaces	Participants Instructors	High 8	Instructor to ensure all participants wear suitable clothing (long sleeves and trousers and sturdy footwear (no sandals) prior to session commencing.	Low 5
Extremities entrapment	Participants Instructors	High 8	Instructor to brief participants on the specific risks of each section of the course prior to allowing participant on the course. Instructor to be vigilant during the session and stand in the position of maximum usefulness.	Medium 6
Slips, Trips & Falls	Participants	Medium 4	Shoelaces to be tied up and appropriate Footwear to be worn. Clear Briefing/Instructions, full understanding. Floor area to be checked before any user enters and cleared of any hazard to users. Participants to be warned of wet floor before the start of the activity.	Low 1

Rubik's Cube				
Lifting	Participants Instructors	High 12	Participants work together to lift larger objects ensuring correct number of persons to item being moved. Instructor to be vigilant during the session and stand in the position of maximum usefulness.	Medium 10
Exposed skin on rough surfaces	Participants Instructors	High 8	Instructor to ensure all participants wear suitable clothing (long sleeves and trousers and sturdy footwear (no sandals) prior to session commencing.	Low 5
Extremities entrapment	Participants Instructors	High 8	Instructor to brief participants on the specific risks of each section of the course prior to allowing participant on the course. Instructor to be vigilant during the session and stand in the position of maximum usefulness.	Medium 6
Splinters	Participants Instructors	Medium 4	Instructor to perform visual check of wooden equipment prior to commencing the activity. Activity instructor to conduct weekly inspection of wooden equipment and repair or replace splintered components as necessary. First Aid kit always available.	Low 2

Walesby
Forest Est. 1938