

Whiteley Woods OAC



Risk Assessment – Team Building/Games Equipment

Date: September 2024

Potential Hazard	Who is at Risk	Likelihood	Severity	Risk Rating	Preventative Measures
Slips, trips & falls	Participants	3	1	3 LOW	<ul style="list-style-type: none"> - Activity should take place in spaces suitable for the activity and size of the group - Remove or re-arrange any obstacles in the area so that it meets the needs of the activity & group (if indoors move all furniture and allow for a large activity area) - Check that all participants are wearing low heeled or flat shoes - Participants briefed at beginning of session; behaviour monitored throughout. - Ability of group assessed by leader prior to taking part. - A first aider and first aid kit must be on hand (one can be requested from the office if needed.)
Cuts/abrasions/bumps	Participants	3	1	3 LOW	<ul style="list-style-type: none"> - Participants to be briefed on safety and the appropriate way to use equipment - Group leader / instructor to be vigilant and maintain group control
Equipment failure, inappropriate use of equipment	Participants	2	1	2 LOW	<ul style="list-style-type: none"> - Equipment checked before and after each activity by Manager or instructor - Group to follow instructions & safety briefing: inappropriate behaviour will not be tolerated and will result in removal from activity
Adverse weather conditions	Participants	1	4	4 Low	<ul style="list-style-type: none"> - Anyone working outside must seek shelter if weather is becoming a risk, including thunder & lightning, high winds or heavy rain - Extreme caution should be taken in areas where trees increase the risk from wind due to falling debris - Group to wear appropriate clothing for the weather and activity - Group should monitor the weather and adjust their activity engagement accordingly
Existing medical condition	Participants	2	3	6 LOW	<ul style="list-style-type: none"> - Leaders to ensure the appropriate health & parental consent forms are used. - Ensure necessary medication available if needed. - Ensure all leaders are aware of the OAC's accident/emergency procedures. - Group to have access to a mobile phone.

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Operating Notes:

Signed:

On behalf of:

Date:

Likelihood of Occurrence	Severity of Outcome				
	1 Negligible	2 Slight	3 Moderate	4 Severe	5 Very Severe
1 Very Unlikely	LOW (1)	LOW (2)	LOW (3)	LOW (4)	LOW (5)
2 Unlikely	LOW (2)	LOW (4)	LOW (6)	MEDIUM (8)	MEDIUM (10)
3 Possible	LOW (3)	LOW (6)	MEDIUM (9)	HIGH (12)	HIGH (15)
4	LOW (4)	MEDIUM (8)	HIGH (12)	HIGH (16)	HIGH (20)

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Probable					
5 Very Likely	LOW (5)	MEDIUM (10)	HIGH (15)	HIGH (20)	HIGH (25)

Likelihood of occurrence X Severity of outcome = Risk Rating

Example:

Likelihood (possible 3) X Severity (Moderate 3) = Risk Rating (Medium 9)