

Covid-19 restarting face to face Scouting risk assessment

Name of Section or Activity	South Leicestershire Scout District. St.Georges Weekend	Date of risk assessment	10 th April 2021	Name of who undertook this Risk Assessment	Robert Row	COVID-19 readiness level transition	Red to Amber
Location of meeting	Ullesthorpe Scout Campsite	Day of the week, time and frequency of session	24 th – 25 th April 2021	Group size, Ratio (adults:YP) number of groups names of adults	Individual visiting sections with necessary young leaders, leaders and helpers. On site adult volunteers	Toilet and handwashing facilities (location)	Assigned to visiting sections or on-site volunteers.

Hazard Identified? / Risks from it?	Who is at risk?	How are the risks already controlled? What extra controls are needed?	What has changed that needs to be thought about and controlled?
Hazard - something that may cause harm or damage. Risk - the chance of it happening.	Young people, Leaders, Visitors?	Controls - Ways of making the activity safer by removing or reducing the risk from it. For example - you might use a different piece of equipment or you might change the way the activity is carried out.	Keep checking throughout the activity in case you need to change it...or even stop it!
People			
Concerns and personal situations of volunteers, parents, carers and young people to ensure inclusivity and accessibility and communicating back the control measures that will be followed.	Young People Parent Carers Leaders	<ul style="list-style-type: none"> • Clear instructions and health questions will be sent out by participating section leaders to all participating adults, parents / carers and young people before their visit. • Instructions and health questions will include drop off and collection times, equipment / clothing to bring, risk assessments, section code of conduct, any other relevant documentation as well as requesting confirmation of the health of everyone in their household. • Information will be sent via OSM events or similar for parents / carers to read and share with their child before giving consent to attend. • Parents / carers must give consent via OSM events to allow the young person to attend the event. Responses will be monitored by the section leaders and will be kept for a minimum of 21 days after the event. • If no consent has been given prior to the event, the young person will not be allowed to attend the meeting. • This activity will be run in parallel to a series of age relevant scouting at home activities available to all whether they attend the campsite event or not. 	

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<p>Maintaining social distance at drop off and pick up: higher risk of infection spread if social distancing not maintained.</p>	<p>Young People Parents Carers</p>	<ul style="list-style-type: none"> • Those staying at the Campsite for the whole event must park in the designated location and wear a face mask at all times when on site unless they are medically exempt or when explaining activities to the young people. • Leaders, Explorers or volunteers arriving for a section visit should aim to arrive 15 minutes before the Young People. <ul style="list-style-type: none"> ○ They will be directed to their parking location. ○ They will register with the organiser to confirm the section and be ready for arrivals ○ If they have brought a young person with them, they must stay with each other until the other young people prior arrive. ○ Leaders must wear a face mask at all times except when explaining anything to the young people. • Parents are asked avoid car-sharing and only drop off / pick up members from their own household or home bubble. • For drop off and pick-up parents / carers are asked to be punctual, not early or late. • Everyone will be asked to maintain at least 2 metre social distancing at all times. • Parents wishing to discuss anything with leaders must do so before or after the meeting by phone / email etc. • For Drop Off, on arrival at the campsite, drivers will be directed to the marked drop off point. <ul style="list-style-type: none"> ○ Parents / Carers of Beavers or Cubs must park, ensure they are wearing a face mask and personally escort the young person to their section leader while maintaining social distancing from others outside their household. Parents will must immediately return to their vehicle to promptly and safely drive off site. ○ Parents / Carers of Scouts or Explorers will stop safely so the young person can exit the vehicle and quickly walk straight to the meeting point as directed by their leader. The parent should drive off site promptly and safely without having left their vehicle. If a young person needs to be escorted to the leader, they should confirm this with the leader before leaving home. The scout / explorer should wear a face mask at all times unless medically exempt or if leading an activity and speaking to the whole group. • For Pick Up, when parents / carers arrive they will be directed to the marked pick-up point. <ul style="list-style-type: none"> ○ Parents of Beavers and Cubs must park, and personally collect their young person from the section leader whilst wearing a face mask and maintaining distancing of 2 metres from everyone outside their household or bubble. ○ Parents of Scouts and Explorers will stop safely to allow their young person to get into their vehicle and then drive off site promptly without having left their vehicle unless there has been a prior discussion with the section leader. 	
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<p>Maintaining social distance during meeting: higher risk of infection spread if social distancing not maintained.</p>	<p>Young People Leaders</p>	<ul style="list-style-type: none"> • Code of conduct and expectations to be verbally reminded at the start of the session by the section leaders. • Everyone on-site of Scout age or older are expected to wear masks at all times, unless they are medically exempt. • Throughout the session, leaders will regularly remind the young people to maintain a 2 metre minimum distance at all times. • Activities will be planned to ensure social distancing is possible at all times. • Points of congestion, including the car park, at gates and other points in the session will be managed to maintain safety and the 2 metre minimum distance too. • Anyone not following the social distancing requirements will be initially warned. • If a warned young person still fails to maintain social distancing, the parents or carers will be asked to collect them at the earliest opportunity. The section leader should follow up with a discussion about behaviours and expectations for attendance at future section meetings / events. • If an activity is creating repeated issues with social distancing it will be stopped and not repeated 	
<p>Hygiene of people: higher risk of infection spread if proper hand washing not carried out.</p>	<p>Young People Leaders</p>	<ul style="list-style-type: none"> • All participants will be asked to thoroughly clean their hands before leaving home. • Leaders will carry alcohol hand gel, which will be available for all to apply under supervision, unless it is unsafe to do so. They will also carry cleansing wipes. • All participants will apply alcohol hand gel on arrival for the session which will be overseen by the leaders (unless unsafe to do so). • Throughout their time on site, participants will be asked to reapply hand gel as appropriate. • At the end of the session leaders will oversee all participants applying alcohol hand gel before departing with their parents / carers. • All participants must control coughs, sneezes and other forms of infection transmission (including touching their face) in line with Government / NHS guidance. 	
<p>Someone showing signs of Covid-19 during the meeting.</p>	<p>Young People Leaders</p>	<ul style="list-style-type: none"> • Any person exhibiting symptoms of Covid-19 prior to the session must not attend and stay at home until clear. • Leaders will be expected to understand the main symptoms of Covid-19. • If anyone is suspected of exhibiting signs of Covid-19, they will be immediately isolated from everyone else on the campsite. • If an adult is asked to leave which impacts the adult / child ratios, the session may be safely stopped, and parents will be asked to collect the young people at the earliest opportunity. • If a young person is suspected of exhibiting the symptoms, then an adult with a valid scout DBS will stay with them but at a distance of over 2 metres. • The Young Person's parents will be called to collect them at the earliest opportunity. Parents will be asked to have the young person tested and inform the section leader or group scout leader of the results. If positive, they must stay away from future meetings until confirmed clear. 	

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Incident or injury during the meeting.	Young People Leaders	<ul style="list-style-type: none"> • There will be at least one volunteer with a valid First Response qualification recognised by The Scouts. • All health information must have been updated by parents prior to the meeting (eg in OSM) • Leaders should bring an enhanced First Aid kit for use if necessary during the event. The First Aid kit will include Covid personal protection equipment; face covering, apron, gloves and alcohol sanitising gel. • There will also be an 'Covid-19' First Aid kit at each activity location available for use is necessary. • If First Aid is required, the casualty will be asked to self-administer if possible. • If First Aid is required and self-administration is not possible so social distancing will be broken both parties must wear protective masks if reasonable, the first aider will wear appropriate PPE, including gloves, additional face covering and apron. • Sanitising hand gel will be administered before and after treatment. • Normal first aid guidelines will be followed. • All contaminated or potentially contaminated waste, including PPE to be double bagged and safely disposed of once the event has finished. • Details of the First Aid will be recorded in the record book and communicated to parents / carers at the earliest opportunity. 	
Recording attendance for track and trace scenario and keeping the data secure for 6 weeks	Young People Leaders Parents Carers	<ul style="list-style-type: none"> • Attendance for the session will be recorded by the section leader in OSM at the earliest opportunity. • Any participant or household member of any participant who exhibits confirmed signs of Covid-19 or has a positive test result within 2 weeks of a meeting must contact the leader who will follow NHS Track and Trace guidance. • The informed section leader will inform their group scout leader or district commissioner at the earliest opportunity too. 	
Engaging with and supporting new volunteers.	Young People Leaders New Volunteer	<ul style="list-style-type: none"> • New volunteers will be expected to agree to the conditions of the risk assessment, wearing face masks and social distancing as with all other participants. • If they have not got a valid scout DBS, normal safeguarding practices will be in explained including not being alone with any child, including their own during the session. If possible the new volunteer will be given a 'yellow card'. • They will be introduced to the young people and other volunteers, will have specific responsibilities, and be supported throughout the session by the other leaders. 	
Adult volunteers do not meet required mandatory training	Young People Leaders	<ul style="list-style-type: none"> • Confirm that adults attending have valid Safeguarding, Safety and GDPR recorded in Compass. • There must be at least 1 leader in attendance with a valid First Aid certificate and others whose role require it should have it too or their training will have been booked. 	
Event Activity Programme			
Hygiene of activity equipment: Higher risk of infection spread if hygiene not carried out.	Young People Leaders	<ul style="list-style-type: none"> • Equipment to be provided by South Leicestershire Scouts • To reduce the risk of infection, equipment will have been cleaned or sanitised immediately after the previous user by a volunteer wearing disposable gloves using sanitising wipes or diluted disinfectant (9:1 or stronger). • To pass equipment from one person to another it will be placed in a safe location before being picked up by another young person, allowing both to maintain a minimum of 2 metres social distancing. 	

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Places			
Use of outdoor spaces: Un-even ground, access to space less controlled, cannot be cleaned.	Young People Leaders	<ul style="list-style-type: none"> The planned activities will each have additional separate risk assessment(s) All activities will be planned to maintain at least a 2 metre distance between participants. Activities to be planned at least 25 metres apart Boundaries will be explained to Young People at the start of the meeting. Where possible, gates and doors will be secured open for the duration of the event to minimise the amount of touching. Movement around the campsite will be via the clearly signposted one-way system Other less controlled surfaces will be assessed and managed appropriately, including reapplication of hand gel when needed. Ground conditions (especially if wet and slippery) will be assessed throughout the meeting to avoid potential harm to participants. 	
Access to toilet facilities	Young People Leaders Ullesthorpe campsite	<ul style="list-style-type: none"> All participants will be asked to go to the toilet before leaving home. Limited toilets with an allocated washbasin will be made available for the event. <ul style="list-style-type: none"> Separate toilets for visiting young people and over 18's. 	
Hygiene of Toilets: higher risk of infection spread if hygiene not carried out.	Leaders Ullesthorpe campsite	<ul style="list-style-type: none"> The toilets + basins will be cleaned prior to arrival according to the campsite cleaning protocol <ul style="list-style-type: none"> Each toilet is to be used by one person at a time. Apply sanitising gel before entering the toilet. Wash hands thoroughly with soap after using the toilet in the sink provided. Apply sanitising gel immediately after leaving the toilet too. Adults to clean the toilet and wash area themselves before they leave according to the cleaning protocol. A volunteer will clean the toilet and wash areas at regular and frequent intervals according to the cleaning protocol. Any problems or concerns to be reported directly to the site warden / manager at Ullesthorpe. 	
Adverse weather	Young People Parents Leaders	<ul style="list-style-type: none"> Young People will be asked to be prepared for all likely weather conditions by bringing appropriate clothing and footwear. 	
Checked by Line Manager	Name, Robert Row Role / Level, District Commissioner Date 10 th April 2021	Checked by Executive	Name, Nic Rowe Role / Level, Campsite Chair Date 10 th April 2021
Approved by Commissioner	Name, Carol Black Role/ Level, County Commissioner Date	Approved by Executive	Name, Role/ Level, Date
Notification of level change	Date and by who; Version 1 8 th April 2021, RARow		