

Covid-19 restarting face to face Scouting risk assessment

Name of Section or Activity	DofE Canoe Expedition – shore and on-water training & practice sessions	Date of risk assessment	24/08/2020	Name of who undertook this risk assessment	Steve Hankin	COVID-19 readiness level transition	Red to Amber
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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?
Close contact or not maintaining social distancing	Young people, Leaders & persons accompanying.	<p>The training & practice sessions will be outdoors, involve a maximum of 15 young people and Leaders, and maintain 2m distancing.</p> <p>Clear expectations for maintaining distancing will be communicated to all involved prior to scheduled sessions taking place, including maintaining single family groups when travelling to the activity location (i.e. no shared car travel at this time), staggered arrival and pick up times.</p> <p>Sessions will involve groups split between shore and on-water training, with activities designed to maintain 2m distancing and minimise unnecessary close contact. Moreover, no activity will involve equipment changing hands. The leaders will monitor distancing and remind Explorers if they get too close, which is minimised naturally by the 16-18' length of the canoes and position of the 2 paddlers in the bow and stern seats. Leaders will ensure that activities such as rafting-up on the water are minimised and that any on-water group briefings maintain 2m distancing (which will be feasible given the use of very sheltered water for the practice sessions) or are done bank-side.</p> <p>Where any necessary close-proximity activity is required for safety reasons (e.g. manual handling heavy equipment), face coverings will be worn and the activity will be carried out over as short a time as possible.</p> <p>Close contact will be avoided as far as reasonably practicable, except in circumstances involving the preservation of life in an emergency (e.g. potential drowning) or First Aid.</p>	
First Aid treatment required	Young people, Leaders	In the event of First Aid treatment being required, qualified leaders will attend to the injured person. The Leader-in-charge has received Covid-secure First Aid refresher training. The First Aid kit will be provisioned with a face mask that can be worn if close proximity treatment is needed. If needed, established procedures for contacting the emergency services and/or contact/parents/carers will be followed.	
Poor hand hygiene	Young people, Leaders & persons accompanying.	<p>Clear expectations for good hand hygiene will be communicated to all involved prior to scheduled activities taking place.</p> <p>Explorers will be asked to bring personal hand sanitiser to be kept on their person. An additional supply of hand sanitiser will be provided by the Leader-in-charge. The appropriate use of hand sanitiser by all, before and after the event and at any change-overs, will be supervised by a Leader.</p>	
Limited availability of handwashing & toilet facilities	Young people, Leaders	<p>There are no toilet facilities at the locations being used for practice sessions (rural locations along the Union Canal and Musselburgh Lagoons) and participants will be advised of this in advance and to be as prepared as they would be on expedition in remote country. We may create a toilet area (as per greenfield camping guidelines) if in an appropriate area.</p> <p>Hand sanitiser and wipes will be available to use.</p> <p>Waterbottles and any food brought by the Explorers is not to be shared.</p>	
Poor cleanliness of activity equipment	Young people, Leaders	Activity equipment (paddles, canoe gunwales & carry handles, buoyancy aid fastenings etc) will be cleansed before and after use using disinfectant wipes. A designated canoe and personal paddling equipment (e.g. buoyancy aid & paddle) will be assigned to individuals for the duration of the on-water activity. Personal equipment will kept with the Explorer at all times and not be left unattended, which the maintenance of 2m distancing will ensure. Explorers will be supervised cleansing the contact surfaces of their canoe and equipment after use.	
Illness amongst activity participants consistent with Covid-19 symptoms	Young people, Leaders	<p>Advice to participants on not attending if unwell will be communicated to all involved prior to scheduled activities taking place. Leaders are aware of the indicative symptoms for Covid-19 and will check for any symptoms as Explorers arrive.</p> <p>In the event of anyone displaying symptoms during a session, the session will be suspended for the group involved and the parents/carers of members of the group contacted so that they can collect their Explorers and follow the well-publicised procedures for contacting the NHS Test & Protect scheme. Session attendance is recorded in OSM, where contact details are held if needed.</p>	

Additional information can be found in the [Safety Checklist for Leaders](https://scouts.org.uk/safety) and other information at scouts.org.uk/safety

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Activity hazards	Young people, Leaders	The comprehensive Risk Assessment for the activity will be communicated and discussed with all Leaders involved. A Safety Briefing will be given by the Leader-in-Charge at the start of each session to all participants, defining the expectations, boundaries, communication, local hazards, first aid provision etc.	
Parents express anxieties or concerns	Parents	Parents/carers and adult volunteers will be provided in advance with information about the session activity and the Covid-safe precautions being adopted and given the opportunity to have concerns heard and addressed as far as reasonably practicable. This risk assessment is available on request. Suggestions on improvements are welcomed from any individual who is not reassured by the safeguards in place. These would be recorded in a risk assessment review. Attendance will be recorded for each face-to-face session, including adults and visitors/helpers and kept securely for six weeks.	
Inclusion – additional needs are required	Young people, Leaders	Where Young People with additional needs require individual assistance, this will be provided by one of their household, where distancing restrictions are not required.	
Group size exceeds guidelines	Young people, Leaders	The training and practice sessions are taking place in line with latest guidelines on group size and meeting formats. With only 8 Explorers signed-up in each of the single Silver and Gold groups in the DofE canoe expedition training programme underway, and with 2 Leaders supporting each group, our individual groups will not exceed the group size limit of 15. Explorers are required to inform of their intention to attend a session in advance through OSM, so that the anticipated group size is known in advance. The minimum group size for a session to be viable is 2 Explorers with 2 Leaders supporting. An even number of paddlers are involved with the on-water activities. In the event of having an odd number, the additional Explorer attending will take part in shore-based activities only during that session and be prioritised for on-water activities in the next session.	
Leaders are not up-to-date with training	Leaders	All adult leaders who are involved in face-to-face meetings have up-to-date PVGs (or are renewing within the allowed 90 days). All have safety and safeguarding training validation complete, and at least one Leader is a First Aider.	
Risk to vulnerable people	Young people, Leaders, parents and families	Any volunteers or young people who are vulnerable (including where there is a vulnerable person at home) need to make an informed personal decision about taking part in the sessions. They, along with everyone else, are informed in advance of how the session will be conducted and what safeguards are in place and advised to adopt appropriate additional personal precautions in accordance with recommendations for their condition, so that they can still be engaged to the extent that they feel is appropriate for them.	
Review: The risk assessment is applicable to the resumption of small group face-to-face outdoor activities under Amber conditions and will be reviewed and revised as necessary on transition to Yellow conditions.			

We take personal data privacy seriously. The data in this form is used to assess the suitability for the return to face to face Scouting based on the controls put in place. The personal data in this form is used to identify the individuals who have completed and approved the risk assessment. This includes the individual who undertook the assessment, the line manager, Executive members and County Commissioner, who will all have access to this data. Scouts headquarters will retain this data for 3 years after the Covid-19 readiness level goes to 'Green' and does not return to 'Amber' or 'Red' to act as evidence of the assessment taking place. For further details on the Scouts data processing stance please visit our Data Protection Policy here. <https://scouts.org.uk/DPPolicy>.

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HQ Template Published June 2020

