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| **Name of Section or Activity** | 12th Chichester  Scout Group  All Sections | **Date of risk assessment** | 02/12/2021 | **Name of who undertook this risk assessment** | Tony Tunnell | **COVID-19 Readiness Level** |  |

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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?** |
| General Hygiene:  Risk of infection spread if proper hand washing not carried out. | Young people  Leaders  Adult helpers | \* Automated Hand Sanitiser Dispensers fitted at entrance to Scout HQ, Toilets, Kitchen and Store. Hand sanitiser available for each group when outside. Everyone requested to sanitse hands upon entering the Scout HQ and during the activity if deemed necessary. |  |
| Maintain social distance:  What to do in an Emergency / First Aid | Young people  Leaders  Adult helpers | \* The standard Scout HQ First Aid kit should always be available or taken outside if the activity demands it.  \* The Group has also provided a list of additional PPE equipment (masks, gloves, visors, aprons) as laid out in the “Knowing what to do if something goes wrong” Guidance document; a laminated copy of which is kept with the equipment. |  |
| Risk of infection spread:  Hygiene of toilets | Young people  Leaders  Adult helpers  Other HQ Users | \* Weekly deep clean of the facility.  \* Hand sanitiser to be used on entry prior to use.  \* Use of the toilet facilities must be managed to ensure there are a maximum of 2 people in either toilet at any one time. |  |
| Risk of infection spread:  Use of Main Hall | Young people  Leaders  Adult helpers  Other HQ Users | \* All meetings must adhere to the most current guidelines available from The Scout Association, ensuring that members maintain a good social distance.  \* No limit on group size, although all activities must be able to safely manage the risk of transmission of COVID and, if this is not possible, they must not take place.  \* Adults and Children 11+ MUST wear face covering when inside the HQ unless a) they are exempt or b) it is the leader running the session.  \* The Scout HQ must be properly ventilated. There is a large fan available that can be pointed out of the emergency exit (ensuring that the exit remains clear) to help with ventilation if needed.  \* A CO2 detector has been installed to monitor the air quality – to be used as guidance only. The Alarm set point is displayed with the unit.  \* High energy activities with large numbers ~~should~~ must be avoided, or face masks used. ~~This is only applicable to adults or members of the Scout and Explorer sections.~~ |  |
| Risk of infection spread:  Use of Store, Kitchen and Side Rooms. | Young people  Leaders  Adult helpers | \* Use of any side room must ensure that appropriate safeguarding practices are maintained.  \* Access to the Store and Kitchen **MUST** be under the guidance of a Leader  \* Use of the Store and Leaders Room for an activity base ~~should be avoided~~ is not permitted as there is minimal ventilation possible.  \* The Kitchen and Meeting Room can be used; however, the doors must remain open and the number of members in the rooms ~~should~~ must be limited. |  |
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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?** |
| Risk of infection spread:  Activities | Young people  Leaders  Adult helpers  Parents | \* Regular reviews of section Risk Assessments and Activities to ensure we maintain appropriate levels of control that follow the government and Scout Association guidelines.  \* Children should not attend sessions if they or anyone in their family is self-isolating, had a positive LFT or PCR test result, or suffering from any of the known symptoms of COVID-19.  \* Each YP should bring with them a suitable water bottle that is marked with their name.  \* Each group leader to give group a clear brief on the expectations in terms of social distancing for the duration of the activity and a clear brief for the evening’s activity incl standards RA considerations. |  |
| Risk of infection spread:  Activity Locations | Young people  Leaders  Adult helpers  Parents | \* Carefully select location for activity that can support the numbers required and maintaining safeguarding ratios.  \* If using public spaces, ensure social distancing is maintained by observing there is no interaction with members of the public. |  |
| Risk of infection spread:  Drop Off / Pick Up | Young people  Leaders  Adult helpers | \* Apply suitable controls to drop off and pick up to avoid too many people in the same location at once, taking into consideration the traffic flow in the car park.  \* Ensure the Car Park light is switched on at the beginning of the meeting if it will be dark before the end. |  |
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| **Checked By**  **Beaver Section** |  | **Checked by**  **Cub Section** |  |
| **Checked by**  **Scout Section** |  | **Checked by**  **Explorer Section** |  |
| **Checked by GSL** |  | **Checked by**  **Executive** |  |

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>’.