



Risk Assessment for Backpack Adventure Outdoor Activity Sessions

Company Name: Backpack Adventure

Activity Location: Various outdoor locations and schools (LS1 & KS2 sessions)

Assessor Name: Scott Lapworth

1. General Information

- **Nature of Activities:** Team-building exercises involving problem-solving tasks, physical challenges, and equipment use.
- **Participants:**
 - Children (Key Stage 1 [KS1] and Key Stage 2 [KS2])
 - Adults (Corporate Team Building)
- **Supervision:** Activities led by trained instructors with first-aid qualifications.
- **Emergency Contact:**

2. Identified Hazards, Risks, and Control Measures

2.1 Physical Injuries (Trips, Slips, and Falls)

- **Hazard:** Uneven ground, loose rocks, tree roots, wet surfaces, etc. could cause trips or falls.
- **Who is at Risk?** Children and adults.
- **Risk Level:** Medium
- **Control Measures:**
 - Pre-session site assessment for hazards and ensuring the activity area is clear of obstructions.
 - Clear briefing on terrain and potential hazards.
 - Appropriate footwear to be worn by all participants (closed-toe shoes or hiking boots).
 - Use of marked paths and designated activity areas where possible.
 - First-aid kit available, and trained first-aider on-site.

2.2 Equipment-related Injuries (Incorrect Use of Equipment)

- **Hazard:** Misuse or malfunction of equipment (e.g., ropes, climbing gear, balance boards, etc.) may lead to injury.
- **Who is at Risk?** Participants and instructors.
- **Risk Level:** Medium
- **Control Measures:**
 - Instructors to conduct a pre-session safety briefing on the correct use of equipment.
 - Regular equipment inspections before and after sessions.
 - Supervision during all equipment-related activities.

- Use of age-appropriate equipment for children's sessions.
- Immediate removal of faulty equipment from use.

2.3 Weather Conditions (Heat, Cold, Rain, Wind)

- **Hazard:** Adverse weather conditions such as extreme heat, cold, rain, or wind could cause discomfort or health risks.
- **Who is at Risk?** All participants.
- **Risk Level:** Medium
- **Control Measures:**
- Monitor weather forecast prior to the session and postpone or reschedule activities if severe weather is predicted.
- Advise participants to wear weather-appropriate clothing (e.g., sun hats, waterproofs, etc.).
- Ensure access to shelter or shaded areas if needed.
- Hydration breaks to be scheduled during hot weather conditions.
- First-aid trained staff to monitor for signs of heat exhaustion or hypothermia.

2.4 Dehydration, Fatigue, or Heat Exhaustion

- **Hazard:** Physical activities may cause dehydration or exhaustion, particularly in hot weather.
- **Who is at Risk?** All participants.
- **Risk Level:** Medium
- **Control Measures:**
- Provide access to drinking water and encourage regular hydration breaks.
- Plan for regular rest periods between activities.
- Assess participants' fitness levels and modify activity intensity accordingly.
- Ensure shaded/resting areas are available.

2.5 Allergic Reactions (Plants, Insects, etc.)

- **Hazard:** Allergic reactions due to stings, bites, or contact with plants (e.g., nettles, pollen, etc.).
- **Who is at Risk?** Participants with known allergies.
- **Risk Level:** Medium
- **Control Measures:**
- Gather information about participants' allergies or medical conditions in advance.
- Carry emergency allergy medications (e.g., antihistamines, epinephrine auto-injectors) if required.
- Avoid areas with high pollen count or known insect nests.
- Educate participants on recognising common allergens and what to avoid.

2.6 Lost Participants (Wandering or Becoming Separated from the Group)

- **Hazard:** Participants, especially young children, may wander off or become separated.
- **Who is at Risk?** Primarily children (KS1 & KS2 participants).
- **Risk Level:** Low to Medium

- **Control Measures:**
- Set clear boundaries for activities and brief participants on these areas.
- Implement buddy systems to ensure accountability.
- Regular head-counts, particularly during transitions between locations.
- Ensure instructors carry mobile phones with emergency contact numbers.
- All staff to wear high-visibility clothing.

2.7 Behavioural Issues (Non-cooperation, Rough Play)

- **Hazard:** Rough play or non-compliance with instructions can lead to accidents.
- **Who is at Risk?** Primarily children, but also adult participants.
- **Risk Level:** Medium
- **Control Measures:**
- Clearly explain rules and expectations at the start of the session.
- Instructors to monitor behaviour closely and intervene when necessary.
- Encourage teamwork, mutual respect, and positive reinforcement.
- Have a system in place for managing challenging behaviour (time-outs, warnings, etc.).

2.8 Covid-19 or Other Infectious Diseases

- **Hazard:** Spread of infectious diseases during group activities.
- **Who is at Risk?** All participants and instructors.
- **Risk Level:** Low to Medium
- **Control Measures:**
- Ensure up-to-date compliance with government guidelines on Covid-19 or other diseases.
- Encourage handwashing or use of hand sanitiser before and after activities.
- Maintain social distancing where appropriate, especially for adult groups.
- Disinfect shared equipment between uses.
- Advise participants to stay home if they feel unwell.

3. Emergency Procedures

- **First Aid:** Qualified first-aiders to be present at all sessions with a well-stocked first-aid kit.
- **Emergency Services:** Nearest hospitals or urgent care centres identified in advance of sessions. Emergency contact numbers for all participants to be on hand.
- **Evacuation Plan:** Pre-established exit points and clear communication with all staff and participants in case of an emergency.

4. Participant Briefing

Before every session, participants will be briefed on:

- Safety procedures and boundaries.
- Correct equipment use.
- Behavioural expectations.
- Actions to take in case of an emergency.

5. Risk Assessment Review

This risk assessment will be reviewed on an annual basis or after any significant incident, accident, or near miss during sessions.

Signed:

Position: Owner, Backpack Adventure

Date:

This document outlines the major hazards associated with Backpack Adventure's outdoor activities and ensures that adequate control measures are in place to minimise risks. Adjustments will be made based on the location and specific group involved in the activities.