

High Adventure Team Building Risk Assessment

**Last Review of this risk assessment: 17/07/2018**

Minimum Leader qualification:		In house training and assessment or appropriate level of competence.			
Max group size with Leader:		30 unless construction based, then 12			
<b>All Instructors should be making dynamic risk assessments on the day taking into account the weather conditions, the group's ability &amp; any other factors that may change.</b>					
<b>Essential equipment</b>					
<b>Personal:</b> Suitable clothing and footwear according to the weather.					
<b>Group:</b> suitable clothing and footwear for the weather, dependent of the activity ( crates, rope, poles, planks, tires)					
<b>Instructor, dependant on venue:</b> Phone, first aid kit, group shelter, torch, hot drink, emergency food, whistle, knife, spare emergency clothing for group (cannot supply for full group, must have a some basics, EG: hats, gloves, etc..)					
Activity/ Process/ Operation	What are the Hazards to Health and Safety	What Risks do they pose and to whom?	Risk Level	What precautions have been taken to reduce the risk?	Risk Level Achieved
			H/M/L		H/M/L
Setting up	Lifting and Carrying equipment.	All staff and Participants.	M	Appropriate staff training on lifting techniques.	L
				Advise and demonstrate appropriate techniques.	
	Falling off construction.	All staff and Participants.	H	Appropriate staff training on recommended construction techniques.	M
				Staff training on the condition of the equipment and when not to use it.	
				If the team building activity involves construction then everyone must wear a helmet.	
				Instructor must give a structural check before the group proceed with the activity.	
	Head injuries from walking into objects	All participants	H	Helmets must be worn by anyone blindfolded during an activity.	M

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During the Activity.	while blindfolded.	All participants	M	Reasonable stopping or have something or someone to help guide them.	M
	Injury due to equipment failure	All staff and participants.	M	All equipment and structure regularly inspected according to policies.	L
				Staff trained in inspections and procedures.	
	Trips, Slips and Falls.	All staff and Participants.	M	Visual checks of the area any remove and potential hazards. If they can not be removed make the group aware of them.	L
				Promote a calm approach to any problems from the group to reduce risk.	
	Lifting and carrying each other.	All participants	M	Promote a safe lifting technique.	L
				Instructor to spot any participants being lifted.	
				Stop any potentially hazardous situations.	
	Injury from entrapment, impact or dropped items	All participants	M	Brief group where appropriate and supervise to ensure fingers, toes etc are kept clear of moving items	L
				Instructor to maintain "position of most use" when items are being moved as part of the activity.	