



1st Kesgrave Scout Group

Twelve Acre Approach, Kesgrave, Suffolk IP5 1JF

Name of activity, section, event, and location	1 st Kesgrave Scout Group - Art, Crafts, Challenges, and simple Activities	Date of risk assessment	16 June 2022	Name of person who undertook this risk assessment	Alan Comber (working with others)
		Date of next review	28 Dec 2022 (or with significant change to environment)		

This document covers art, crafts, challenges, and simple activities, inside or outside. This document should be read in conjunction with the section meeting risk assessment which covers generic items, and the Scout Hall risk assessment if appropriate.

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?
<p>A hazard is something that may cause harm or damage.</p> <p>The risk is the harm may occur from the hazard.</p>	<p>For example: young people, adult volunteers, visitors</p>	<p>Controls are ways of making the activity safer by removing or reducing the risk from it.</p> <p>For example, you may use a different piece of equipment, or you might change the way you do the activity.</p>	<p>Keep checking throughout the activity in case you need to change what you are doing or even stop the activity.</p> <p>This is a great place to add comments which will be used as part of the review.</p>
<p>Lone working – People on their own before others arrive - risk of a medical or other incident occurring they cannot deal with adequately</p>	<p>Leaders and helpers</p>	<p><i>See Section meeting risk assessment for details.</i></p>	
<p>Protrusions, slips, trips, falls, collisions – injuries to people moving around during a meeting</p>	<p>All present</p>	<p><i>See Section meeting risk assessment for details – particularly slippery/uneven surfaces, clothing.</i></p>	

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<p>Manual handling – back injuries, strains, cuts, bruises etc</p>	<p>All present</p>	<p>See Section meeting risk assessment for details.</p>	
<p>Equipment eg Tables, chairs, other equipment – injuries to people setting up, moving, using or collapsing furniture or equipment. Contamination, infections, allergies, deterioration etc.</p>	<p>All present</p>	<p>See Section meeting risk assessment for details particularly moving tables etc safely, checking items before use, laying out area safely.</p>	
<p>Art, craft equipment used – injuries to people from the equipment.</p>	<p>All taking part</p>	<p>See Section meeting risk assessment for details – particularly equipment used fit for purpose and safe, put away after use clean and dry.</p> <p>Art, craft, challenge, or activity equipment should be:</p> <ul style="list-style-type: none"> • Kept out of reach when not being used. • For sharp or potentially dangerous equipment (eg blades, needles etc), items should be counted out and back in and only available for the minimal time required. • Appropriate for the planned activity and the right size for everyone taking part • As safe as possible ie minimise use of pointed scissors, high impact adhesives etc • Returned to its correct place after use. <p>Consider providing training / demonstrations as appropriate or increased adult supervision.</p>	
<p>Taking part – injuries, infections, allergic reactions to people during the activities – mistakes, misuse, burns, cuts, inhalation etc</p>	<p>All taking part</p>	<p>Activities should be appropriate to the age, physical ability, dexterity etc of the people taking part including disabled or impaired players to ensure all activities are as inclusive as possible.</p> <p>Hands should be cleaned before and after activities and in between as necessary.</p> <p>Ensure there is sufficient space between people to carry out the activity safely</p> <p>Consider the use of PPE such as eye protection, gloves, and aprons.</p> <p>Where higher risk equipment is being used eg soldering irons, hammers, saws, knives, high impact glues, glue guns etc consider additional safety measure such as adults undertaking the work, young people being more closely supervised, training</p>	

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		<p>etc, taking account of the age, ability etc of the young people involved.</p> <p>Ensure rubbish and unused materials are taken away and surfaces cleaned at appropriate intervals during and at the end of the activity.</p>	
<p>Activity constraints – injuries during the activity.</p>	<p>All taking part</p>	<p>Consider covering / protecting surfaces to prevent damage caused by heat sources, chemicals, cutting tools, abrasive tools, glues, paints etc.</p> <p>Ensure appropriate jigs and cutting surfaces are used to reduce damage to other surfaces and injuries to people.</p> <p>Where solvents, glues or chemicals are used:</p> <ul style="list-style-type: none"> • ensure the area is well ventilated during use and consider using outdoors if appropriate. • Follow the manufacturer's guidance for use including the use of PPE • Collect leftover glue, solvents, and other chemicals as soon as they are no longer required. <p>Where heat sources are used:</p> <ul style="list-style-type: none"> • Use in a defined area to restrict access. • Keep flammable materials and chemicals away • Ensure appropriate emergency arrangement are in place – fire blankets, water buckets etc 	
<p>Behaviour – horseplay, overexcitement, injuries.</p>	<p>All taking part</p>	<p>See <i>Section meeting risk assessment for details – particularly movement around the activities</i>,</p> <p>Activity rules and any guidelines should be explained clearly and concisely before commencing.</p> <p>The activity should be monitored to make sure it is being run safely and the chances of injuries are minimised.</p> <p>The activity should be stopped or a cooling off period introduced if the activity gets out of hand and/or injuries are likely to happen or are happening or the participants are getting bored / restless. Use a clear communication to stop the activity. For example, everyone should stop as soon as they hear two blasts on the whistle, anyone shouting stop or leaders raise their hands. Have at least two people managing: one to control the activity and one to monitor the area generally.</p>	

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<p>Weather - rain before and during the activity, hot weather causing heat exhaustion or sun stroke, darkness.</p>	<p>All present</p>	<p>See Section meeting risk assessment for details – particularly clothing, footwear, if outdoors the weather, if dark a torch.</p>	
<p>First Aid / Injuries that need treatment / Incident / Emergencies</p>	<p>All present</p>	<p>See Section meeting risk assessment for details – particularly the first aid kit being suitable for the type of injuries that might result.</p> <p>Check Health Forms to ensure no one is allergic to or has a phobia, to anything being used during the activity. For example putting nuts in a bird feeder.</p>	
<p>Emergency exit points / access routes – delays in emergency services arriving and gaining access causing more harm or fire damage.</p>	<p>All present</p>	<p>See Section meeting risk assessment for details – particularly exit and access routes not being blocked.</p>	