



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	1 Mar 2025	Name of person who undertook this risk assessment	Alan Comber (working with others)
		Date of next review	1 Apr 2026		

This document covers art, craft, challenges and simple activities, at or away from the Scout Hall, indoors or outdoors. It should be read in conjunction with the Section meeting and events 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?
A hazard is something that may cause harm or damage. The risk is the harm may occur from the hazard.	For example: young people, adult volunteers, visitors	Controls are ways of making the activity safer by removing or reducing the risk from it. For example, you may use a different piece of equipment, or you might change the way you do the activity.	Keep checking throughout the activity in case you need to change what you are doing or even stop the activity. This is a great place to add comments which will be used as part of the review.
Kit / Equipment eg tables, chairs, art / craft / challenge / activity / other equipment, – injuries to people, contamination, infections, allergies, deterioration etc.	All present	Art, craft, challenge, or activity equipment should be: - Ideally kept out of reach when not being used and stack / store, safely / securely as appropriate. - For sharp or potentially dangerous equipment (eg blades, needles etc), only make available for the minimal time required. - As safe as possible ie minimise use of pointed scissors, high impact adhesives etc	
Activity Area – injuries during the activity.	All present	Make sure all activity surfaces and devices ie drills etc are level and unlikely to fall over or spill things. Consider covering / protecting surfaces to prevent damage caused by heat sources, chemicals, cutting tools, abrasive tools, glues, paints etc. Ensure appropriate jigs and cutting surfaces are used to reduce damage to other surfaces and injuries to people.	

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Activity – injuries, infections, allergic reactions to people during the activities – mistakes, misuse, burns, cuts, inhalation etc	All taking part	Ensure any hot items eg soldering irons, branding irons etc are handled safely using heat proof gloves, hot cloths, etc. Ensure any hot items are placed on suitable surfaces (eg metal trays etc) when taken off heat sources. When finished with, hot items should be left to cool down safely, ideally away from the activity area. If necessary and practical cool down items in cold water. Rules, and any guidelines, for the activity should be explained clearly and concisely before the activity commences. If required provide training/demonstrations on using any equipment and carrying out the activity. Where solvents, glues or chemicals are used: • 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. Where heat sources are used: • Use in a defined area to restrict access. • Keep flammable materials and chemicals away • Turn off the heat source when not being used. When using open fires (naked flames) account should be taken of additional measures to ensure that the activity can be carried out safely. Things to consider are: • Increased supervision levels. • Keeping as far away from the heat source as practical when putting or removing items on the fire. For example, using long handled tongs etc. • Taking account of wind direction to minimise dangers from smoke, embers etc. • Appropriate clothing and footwear – non-flammable. Hands should be cleaned before and after activities and in between as necessary. 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 etc, taking account of the age, ability etc of the young people involved. Ensure surfaces cleaned at appropriate intervals during and at the end of the activity.	
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