



1st Kesgrave Scout Group

Twelve Acre Approach, Kesgrave, Suffolk IP5 1JF

Name of activity, section, event, and location	1 st Kesgrave Scout Group - Parades	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 risk assessment is for Parades. It should be read in conjunction with the section meeting and events risk assessment which covers generic items.

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.
Traffic / dropping off / picking up measures - injuries from collisions between vehicles and people	All present	The route chosen should minimise walking on / crossing roads. Where crossing is necessary endeavour to cross at managed crossing points ie zebra/pelican crossings etc, underpasses or bridges and/or provide marshals to manage the crossing point. When walking on roads is unavoidable make sure adequate safety measures are in place ie temporarily closing the road using a council permit, the police or marshals, using crowd barriers etc	
Preparation - Unsuitable route, inexperience etc	All present	The route should be planned before undertaking the event. Identify any rest / check points required, emergency access points and hazards along the way (inc low trees, church arches, church lighting etc).	Supported by Leaders as required

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		The route should take account of the amount of daylight and weather conditions for the time of year. The route should take account of the need for toilets during the event. Mark up routes with potential hazard spots ie places to be avoided. Consider a recce beforehand especially for unfamiliar routes or to check out hazards, road walking routes, poor mobile signal availability etc. Parents should be informed of the outline details of the parade – where, duration, likely weather conditions, clothing and kit required to ensure those taking part know what to expect. For inexperienced participants or to refresh more knowledgeable members consider practicing parading. Also consider a pre-practice for any involved in carry flags or have other roles to minimise potential issues on the day. For example, lowering flags under trees, church archway/lights, saluting etc	
Event - injury and harm to participants		Before setting off all kit (flags etc) and clothing to be checked to ensure: - All participants are appropriately dressed for the anticipated weather, terrain etc, with no loose clothing likely to get caught in objects, laces are tied etc, pockets emptied of inappropriate items eg smartphones, glasses, pens, medicines etc, that may cause injury or get broken during the activity Before setting off, the parade will be briefed appropriately about: - The need for the parade to keep together, following the person in front and wait for people to catch up if people get too far behind. - Flag carriers, lowering flags etc before going under low objects ie trees, arches, lighting etc - Flag carriers briefed about where they need to go, stand do during the event. A person will be allocated to oversee/lead/manage the parade and have overall responsibility for the safety and well-being of the parade participants. A designated leader should be at the front and rear of the parade. The front person will ensure the route is followed and doesn't go too fast and the rear person will avoid stragglers. Additionally consider other leaders walking alongside the parade to keep control and manage any issues that arise.	
Manual Handling – back injuries, strains, impact injury (carrying flags)	All present	Section leaders to select appropriate young people / adults who are capable of carrying flags etc safely for the duration of the parade.	

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		Flags should ideally be carried tethered (flag bottom to be held by bearer) to reduce the impact of the wind. During the ceremony flag bearers are to be positioned so that they are a safe distance from others. This will be supervised by at least two adults.	
Leadership - Inappropriate / Inadequate Leadership	Leaders and Helpers	All young people to be escorted by adults along the route. Adults to ensure that they observe the conditions relating to traffic. All involved to watch where they are standing, taking due care, especially when crossing roads.	
Safeguarding / Lost – physical / mental harm, abduction	All present	Young people to remain in the parade formation, away from members of the public. Young people not to be “released” from parents/carers until at least two adults present. At least two adults to be present until the end of the activity.	
Other Control Measures - Trading Standards, Environmental Health and Health & Safety at Work	All Present	- if appropriate, notify local councils, emergency services etc of the parade and its timings - if appropriate obtain any necessary licences/permissions eg for road closures etc. - if appropriate, consider the need for the police or first aid services to support the event.	