



1st Kesgrave Scout Group

Twelve Acre Approach, Kesgrave, Suffolk IP5 1JF

Name of activity, section, event, and location	1 st Kesgrave Scout Group - Robot Sessions	Date of risk assessment	June 2026	Name of person who undertook this risk assessment	Lee Hodgson (working with others)
		Date of next review	June 2027		

This document covers normal section meetings, at or away from the Scout Hall, and provides generic details for most other events and activities that the Scout Group undertakes (camps, hikes etc). Additional risk assessments are provided where event/activity specific details are required. This document should be read in conjunction with the Scout Hall risk assessment for meetings and events in the Scout Hall.

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.
Safeguarding / Lost – intruder access to the building or young person leaving unattended causing harm to individuals.	Young People	Ensure supervision ratios follow Scout HQ guidance for meetings at the Scout Hut and away from the premises: - All sections - Inside Hall/Online - Minimum 2 Adults. - Beavers activities away - 1 to 6 plus Leader in Charge. - Cubs activities away - 1 to 8 plus Leader in Charge. - Scouts activities away - 1 to 12 plus Leader in Charge. - Ensure all adults (leaders and helpers) are aware of the Yellow Card ie Young people first – safeguarding – a code of practice. - Ask leaders to challenge anyone they don't recognise or for young people to report people to a leader. Consider using arm/wrist bands or identifiable lanyards. - Headcounts or roll calls should be considered periodically to check all participants are present especially when away from the Scout Hall. - Ensure DBS's are up to date for all Leaders and regular helpers.	

		Where non-DBS'd helpers are present are not left unsupervised with a group of young members out of sight of DBS'd Adults. Ideally ensure they are paired up with another DBS'd adult.	
Fall or trip causing an accident	Young people, leaders	- Brief all participants before lights are reduced for the robots to operate: mats are on the floor, robots are active, keep movements to minimal during low-light operation. Where possible dim only the immediate robot zone – walkways and surrounding areas at normal lighting levels - Brief participants to stay seated or kneeling at the mat edge, not crossing other groups' mats - Consider mark out a robot zone with floor tape or cones, separate from walking routes. - Leader positioned to monitor the whole activity area for trip hazards - Clear gangway maintained around the outside of all mats - Consider tape mat edges down with tape to reduce the risk of curling mats - Charge robots at a separate table, away from the activity floor. - Activity area sited away from main thoroughfares, doors and toilets - Ensure that there are no obvious dangers with any permanent and moveable fixtures eg seats, shelving, cupboards, notice boards, signage, play equipment etc and remove/protect if deemed a risk. - Ensure area is free from clutter, rubbish, spills, shards etc. - If anything is dropped or spilled on a floor surface then ensure it is cleaned up immediately and wet floor notices put out as appropriate. - Make sure everyone is wearing appropriate footwear for the activity being undertaken (eg shoes, trainers etc) and secured to feet (check laces are tied etc). - When no longer required any items used should be removed and either placed in a safe area (against a wall etc) or back in its storage area to prevent being a trip hazard etc. - Ensure that any items put out eg table, chairs, cables, etc do not create a trip hazard or impeded public access. - Any doors or gates should be kept closed, fully open (taking account of fire precautions etc) or opened by adults so fingers cannot be trapped in the gap between the frame and door or gatepost. - The need for electric cables to cross access routes, halls, or rooms should be avoided if at all possible. Where cables need to cross access routes or halls, or where problems may arise then cable protectors should be used.	
First Aid / Injuries that need treatment	All participants	- Ensure someone present has a basic first aid certificate and first aid kit. - Ensure there are sufficient suitably qualified first aiders to deal with the numbers taking part and the types of activities being undertaken. - A complete, up to date first aid kit should be available at all times in close proximity to the activities. - If out of date items are found in a first aid kit do not use unless absolutely necessary. Put aside and arrange to be replaced. - If you have used a first aid item or found an out-of-date item, then do not use the item and inform the owner of the first aid kit so they correct the situation.	

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		- No pills or medication should be stored in general first aid kits. Permitted medication such as paracetamol, suntan lotion, piriton etc. should be stored in a separate marked container and used, as necessary. - For young people with personal medication requirements ie pills, inhalers, EpiPen's etc, consider providing facilities to store securely and appropriately (eg fridge, cool box, etc) and supervise their schedule of taking medicines. - Before providing first aid or medicines, always verbally ask and/or check health forms to ensure there are no issues with doing so.	
Internet Access - prohibit behaviour such as threats or harassment of others, hate speech, threats of violence, swearing	Young people	- Check the venue's internet access to see what content filtering is in place and whether it is suitable for your age group. - Adult supervision is required when they have access to this technology. - Leaders must be familiar with the staying safe online scouting guidance - https://www.scouts.org.uk/volunteers/staying-safe-and-safeguarding/supporting-life-issues-and-young-people/digital-safeguarding/staying-safe-online/	
Electrical Equipment – electrocution, burns, fires etc	All present	- Any portable or fixed electrical equipment used should be visually checked before use and if damaged, taken out of service and replaced/repared asap. - Any non-Scout Group owned portable electrical equipment ie personal equipment should adhere to any required electrical installation testing standards eg PAT testing. - When no longer required any electrical equipment used should be removed and either placed in a safe area or back in its designated storage area to prevent injuries and stacked safely. - Any electrical equipment used should be put away clean and dry to minimise deterioration, mould, damp etc .	