

# Risk Assessment

Name of activity/ event/ location	Bucks Carnival Camp	Date of risk assessment	01.05.26	Name of who undertook this risk assessment	Clare Clarke
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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?
<i><b>Hazard</b> – something that may cause harm or damage. <b>Risk</b> – the chance of it happening.</i>	Young people, Leaders, Visitors?	<i><b>Controls</b> – Ways of making the activity safer by removing or reducing the risk from it. For example - you might use a different piece of equipment or you might change the way the activity is carried out.</i>	Keep <b>checking</b> throughout the activity in case you need to change it...or even <b>stop</b> it! This is a great place to add comments which will be used as part of the review.
<b>Example:</b> Hazard – Fire Risk – Smoke / Burns	Leaders, visitors, Young leaders, Scouts	Smoke – use of dry wood, check wind direction, stand people out of smoke direction. Burns – safe distance from fire, extra wood placed on carefully, teach Scouts good practice around fires, burns/first aid kit easily available.	
Painting  Contact with eyes and skin.  Spillage's causing a slip hazard.	Leaders Visitors Young Leaders Young people	Young people are supervised during each activity,  Young people thoroughly wash their hands & faces etc after each activity  Any spillage is cleaned up immediately and the floor is in a dry, safe condition  Adult watches young people for any allergic reaction to materials used.	
Using Glue  Contact with skin, hair eyes etc	Leaders Visitors Young Leaders Young people	Young people are instructed not to use excessive amounts and to avoid spillage's at all times  Only approved products are to be used  Adhesives to be water based rather than solvent based and be non toxic	

Additional information can be found in the Safety Checklist for Leaders and other information at [scouts.org.uk/safety](https://scouts.org.uk/safety)

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		<p>"Super –glues" and wallpaper paste containing fungicides should not be used.</p> <p>Young people should not use spray adhesives. They may be highly flammable and/or toxic. Caution should be advised when and where they are used, the area must be well ventilated.</p> <p>Any glue which gives off heavy vapours should not be used unless the area is very well ventilated.</p> <p>Manufacturer's instruction should be read and followed by staff to become aware of the possibility of solvent abuse and children becoming sensitised to solvents and glues etc.</p>	
<p>Using scissors</p> <p>Cuts and "nip" injuries</p>	<p>Leaders</p> <p>Visitors</p> <p>Young Leaders</p> <p>Young people</p>	<p>Only round-headed scissors are used</p> <p>Young people are supervised during the activity and given instruction in the safe use of any equipment used</p> <p>Scissors must be counted out and in and be properly stored</p> <p>Any faulty or damaged scissors are disposed of.</p>	
<p>Hot Glue Gun</p> <p>Burns, due to hot components and glue</p>	<p>Leaders</p> <p>Visitors</p> <p>Young Leaders</p> <p>Young people</p>	<p>Low-melt glue guns are considered safer than Hot-melt glue guns and should be use if possible.</p> <p>If hot-melt glue guns are to be used, these should only be used by older children and under strict supervision.</p> <p>Any electrical equipment should be regularly tested for electrical safety.</p>	

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		A glue gun stand should be used; equipment should only purchase from a reputable supplier	
Using sharp objects  Cuts & lacerations	Leaders Visitors Young Leaders Young people	<p>All cutting tools and equipment must be kept sharp to avoid excess pressure being applied.</p> <p>If cutting tools are used, a cutting board or mat should be used to avoid damage to unprotected surfaces.</p> <p>Craft knives should only be used under strict supervision and by older children.</p> <p>Metal safety rules should be used when drawing straight lines.</p> <p>Craft knives with retractable blades should be used whenever possible. A "QuickCutter" is a safer alternative for younger children.</p> <p>Adults should only use guillotines; Trimmers are a safer option.</p>	
Making holes in paper, card & plastic  Stabbing injuries, cuts & abrasions	Leaders Visitors Young Leaders Young people	<p>When making holes in materials, a pointed pencil can be used if underside of material is supported by "Blue Tack" or similar.</p> <p>Screwdrivers and/or bradawls are not recommended to punch holes in materials. A hole punch is suitable.</p> <p>If tools are used, a cutting board or mat should be used.</p>	
Using tools  Cuts, lacerations, impact injury and abrasions	Leaders Visitors Young Leaders	All young people are shown how to use tools and implements correctly and safely.	

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	Young people	Tools etc should not be left out. After each session they should be returned to the toolbox or cupboard and counted.  The storage facility or cupboard must not be above the reach of the children where they may have to stretch.	
<b>Review due:</b> <i>A risk assessment needs reviewing if circumstances change but also schedule regular reviews to ensure they are current, perhaps every 12 months? The review must include a detailed look at each element of the risk assessment in order to establish if any change is required.</i>			