

Farningham Woods Scout Campsite Risk Assessment

Name of Section or Activity	Outdoor Activity Sessions - Small Groups	Date of risk assessment	2510/2020	Name of who undertook this risk assessment	M J Price Haworth, Campsite Warden	COVID-19 readiness level transition	Red to Amber
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Users of Farningham Woods Camp site to check Swanley Scouts Farningham Woods web site <https://www.swanleyscouts.org.uk/page-campsite.html> and familiarise themselves with the site rules and camp site layout.

What hazard have you identified? What are the 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?
<ul style="list-style-type: none"> Gated Entrance on public road Risk of Covid 	Leaders	No current controls due to gate used by Council and Framers. Gate hand contact area to be cleaned along with lock before opening and after locking on arrival and after leaving camp site.	
Site Security: <ul style="list-style-type: none"> Fly Tipping Members of the Public entering the Campsite 	All	The main entrance gate on Button Street is not to be left open and unattended. The main entrance gate on Button Street is to be closed and locked after the YP have been dropped off and the Parents/Carers who are not staying during the Activity have left. The Campsite Gates are to be closed and may be locked. NB: There is fencing & hedges around most of the Campsite, but this does not prevent members of the public from entering. There are no public rights of way through the Campsite.	Report any damaged fences, gates, and facilities to campsite warden.
Maintaining social distancing at drop off and pick up.	All	The Campsite's car park is too small for more than a small group to maintain social distancing and safety whilst YP are dropped off and picked up by their parents/carers. No bookings for more than a single Section at a time to be permitted whilst the COVID-19 Readiness Level is Amber. If more than one section wishes to use site then a gap of 30 minutes between bookings. Maximum number of 15 YP and 5 Adults allowed to attend camp site in a session. Network and Adults activities restricted to 6 Adults. Scouts and Explorers must wear face coverings indoors, this includes when using toilet facilities	Campsite Rules and online Booking Form to be updated.
Track & Trace.	All	The Campsite is not eligible for a Post Code, so cannot register for an NHS Contact Tracing QR Poster. A register of attendees must be taken by Groups using the Campsite and made available to the Campsite Warden on request if a previous Groups tests positive for Covid-19.	
Hygiene of toilets.	All	Common surfaces disinfected by an Adult when opening & locking up the Toilet Block (materials not supplied). Only one cubicle in the Male & Female toilets of the Toilet Block is to be used by single person and cleaned after use..	Opening & Locking Up Checks to be updated accordingly.

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		NB: The new WC Cabins are not yet available for use. Hand sanitiser (not supplied) is to be used before entering and after exiting the Toilets.	
Terrain: <ul style="list-style-type: none"> • Uneven ground, branches, brambles & nettles etc. • Dene Holes • Dangerous trees & falling branches. • Animal burrows • SSSI 	All All All All All	Leaders to survey the vicinity of the planned activity area(s) and make sure that they are free of obstacles that may cause hazards. Leaders to brief young people on behaviour in the Campsite, including avoiding brambles, nettles, and so on. There are three Dene Holes in the Campsite. All are marked on the Campsite Layout map and are capped off and fenced. Leaders to brief young people that these are out of bounds and not to be investigated. A Leader is to survey the vicinity of the planned activity area(s) for dangerous trees & dead branches. This must be dynamically re-assessed during periods of increasing wind and rain. The Campsite has an increasing population of burrowing animals, most noticeably rabbits. Leaders to brief young people that these may be trip hazards and not to be disturbed. Part of the SSSI citation concerns species that are uncommon in Kent including the highly poisonous lily-of-the valley <i>Convallaria majalis</i> and Solomon's seal <i>Polygonatum multiflorum</i> . A Campsite Warden will advise when these are in flower and the areas to avoid.	
Campfires & Back Woods Cooking	All	Fires are only allowed in established fire circles, unless agreed with a Warden in advance of the activity starting.	
Camping	All	No overnight Camping is permitted whilst the COVID-19 Readiness Level is Amber.	

Approved by Commissioner	Name, Terry Elcock Role / level District Commissioner Date 11/11/2020	Approved by Executive	Name, Role / level Date
Notification of level change	Date and by who		

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We take personal data privacy seriously. The data in this form is used to assess the suitability for the return to face to face Scouting based on the controls put in place. The personal data in this form is used to identify the individuals who have completed and approved the risk assessment. This includes the individual who undertook the assessment, the line manager, Executive members and County Commissioner, who will all have access to this data. Scouts headquarters will retain this data for 3 years after the Covid-19 readiness level goes to 'Green' and does not return to 'Amber' or 'Red' to act as evidence of the assessment taking place. For further details on the Scouts data processing stance please visit our Data Protection Policy here. <https://scouts.org.uk/DPPolicy>.