

## Covid-19 restarting face to face Scouting risk assessment

<b>Name of Section or Activity</b>	2 <sup>nd</sup> Worthing Scout Troop	<b>Date of risk assessment</b>	09/08/2020	<b>Name of who undertook this risk assessment</b>	Karl Woodfield	<b>COVID-19 readiness level transition</b>	Red to Amber
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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?
Maintaining social distance at drop off and pick up: higher risk of infection spread if social distancing not maintained.	Adult volunteers Young Leaders Scouts General public	<ul style="list-style-type: none"> <li>• A site-specific arrangement for meeting YP and allocating them to whichever location they start at will be arranged in the Weekly activity plan, based on the activity and location.</li> <li>• Set clear expectations with all involved (including parents and yp) through osm (including where and how, including social distancing measures, leader/yl supervised) to ensure social distancing queueing.</li> <li>• Where a location allows, more than one drop off point will be specified to reduce risks of mixing.</li> <li>• If a pick-up/drop off location is found to be busy, then if time allows this will be changed with parents or when already active practical measures taken by leader-in-charge of session to mitigate at the time including safe re-location. If unable to mitigate, follow procedures for cancelling meeting.</li> <li>• Encourage use of walk/cycle and car drop off.</li> </ul>	
Maintaining social distance during meeting: higher risk of infection spread if social distancing not maintained.	Adult volunteers Young Leaders Scouts General public	<ul style="list-style-type: none"> <li>• Maximum groups size 15 (including adults, young leaders and scouts), with sub-groups (normally sixes) being used to reduce risk of spread.</li> <li>• For more than 15 people, a maximum of 2 groups 25m apart or separate times, recorded on register separately for track and trace.</li> <li>• Ratios – leader in charge to ensure that appropriate ratios are met, remembering Young Leaders don't count either way.</li> <li>• Adult volunteers/Young Leaders and Scouts can only attend one scouting event each day, and must not mix groups of 15 during that event.</li> <li>• Behaviour will be managed with the “three strikes and out for 2 weeks” policy for social distance breaches, with agreed penalties at the first and second warning, although leaders can escalate earlier as the situation demands. This policy is similar</li> </ul>	

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		<p>to that already in use within the troop, so should be familiar to the YP. Any application of this is subject to the SA's formal suspension policy.</p> <ul style="list-style-type: none"> <li>• Two metres will be maintained at all times between people, except when dealing with a first aid incident in accordance with HSE/voluntary FA society guidance.</li> <li>• If child or adult has any symptoms they will be asked to stay away for the period mentioned in government guidance applicable to Worthing.</li> <li>• Venues to have one way systems where possible or if not possible, supervised methods of moving people around that don't cause conflicting travel directions to cross.</li> <li>• Friendship groups will naturally be more prevalent to socialise together, and leadership teams need to be aware and willing to reinforce social distancing.</li> </ul>	
Hygiene of people: higher risk of infection spread if proper hand washing not carried out.	Adult volunteers Young Leaders Scouts General public	<ul style="list-style-type: none"> <li>• At the beginning and end of every meeting, and every hour all should sanitize hands, or wash them with hot soapy water if facilities are available. Weekly activity plan allows to vary hour washing if session length makes this superfluous, activities may also require more frequent hand washing/sanitizing.</li> <li>• Ensure hand washing and/or sanitizing opportunities always available</li> </ul>	
Hygiene of toilets: higher risk of infection spread if hygiene not carried out.	Adult volunteers Young Leaders Scouts General public	<ul style="list-style-type: none"> <li>• Parents to encourage their YP to use toilet before leaving home to reduce the risk of using toilet facilities.</li> <li>• At the HQ (or in the park next to HQ) a regime for cleaning is in the HQ location risk assessment.</li> <li>• Activities not at the HQ (or in the park next to the HQ) toilets will be out-of-bounds and this clearly communicated to parents via OSM.</li> </ul>	
Hygiene of activity equipment: Higher risk of infection spread if hygiene not carried out.	Adult volunteers Young Leaders Scouts General public	<ul style="list-style-type: none"> <li>• No physical contact games, all equipment to be cleaned in accordance with the weekly plan using anti-bacterial cleaning materials or sanitised.</li> <li>• Where equipment to be given to different YP at different times (because of the activity) during the evening, it is to be re-sanitised or wiped with anti-bacterial cleaning material by an adult/ESYL before use.</li> <li>• Where an NGB recommends a specific sanitizing/anti-bac material to be used then this followed.</li> <li>• If equipment cannot be sanitized or wiped due to its composition, then a minimum of 3 days isolation is applied before and after use.</li> </ul>	

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		<ul style="list-style-type: none"> <li>• Where leaders/ESLYL handle harmful chemicals, gloves are provided and training given on how to use them.</li> </ul>	
<p>Use of outdoor spaces: un-even ground, access to space less controlled, cannot be cleaned.</p>	<p>Adult volunteers Young Leaders Scouts General public</p>	<ul style="list-style-type: none"> <li>• At all locations, ensure hand gel or means of hand washing available, with defined queueing areas to access this.</li> <li>• Reinforce the importance of boundaries, and no-go areas.</li> <li>• Social distancing (2m from each participant and from public), as well as 25m between independent groups of 15 where programme demands.</li> <li>• Positive management of group location can cause public behaviour to give us more space. Additionally, leadership team will request members of the public to maintain their distance as forcefully as feels appropriate. The group should be moved if location prevents continued social distancing.</li> </ul>	
<p>Effective Communication and understanding of these risk management.</p>	<p>Adult volunteers Young Leaders Scouts</p>	<ul style="list-style-type: none"> <li>• All meetings to be run as events on OSM</li> <li>• This risk assessment to be shared with all attending via OSM and verbally as required.</li> <li>• The risk assessment is shared with parent/guardian via OSM (where affected person is under 18).</li> <li>• All YP/ESYL to have a parent type their name in a box on the OSM event to confirm they have understood the RAs</li> <li>• Only the <b>first</b> time in Amber - All YP and YL to bring a signed explicit parental consent with them to each meeting. No signed sheet, no taking part in activity. After they have done this once OSM is sufficient.</li> <li>• If the YP hasn't signed up on OSM (and/or hasn't satisfied the above two conditions) then they cannot take part.</li> <li>• Attendance to be recorded on OSM, so that track-and-trace details can be passed on.</li> <li>• OSM used for InTouch, and communications before/during the session, medium of communication appropriate to the speed of response needed and importance of communication.</li> <li>• A box on OSM to confirm that the attendee has not returned from a restricted country in the past 14 days in accordance with the government guidelines</li> <li>• Another box to conform no symptoms or anyone in household with symptoms for 14 days</li> </ul>	

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Hydration of All	Scouts , Young Leaders and Adult volunteers	<ul style="list-style-type: none"> <li>• All to bring their own drinks in a named bottle.</li> <li>• Where a YP fails to bring a drink, adults to ensure they are safe and ensure parents are fed back on this issue.</li> </ul>	
Food sharing between people, and hygiene when handling food	Adult volunteers Young Leaders Scouts General public	<ul style="list-style-type: none"> <li>• Young People are not permitted to bring any food unless necessitated by a medical condition, Hands must be washed before and after they consume their own food. We must ensure that we don't have any allergy issues for anyone present.</li> <li>• YP must take their litter home with them.</li> <li>• If food is part of activity then proper hygiene before and after food should be maintained including hand washing/sanitizing.</li> </ul>	
Policies & Risk Assessment not Understood	Adult volunteers Young Leaders Scouts General public	<ul style="list-style-type: none"> <li>• Existing policy: All adults to have yellow card, purple cards etc. All YL to have orange cards and purple cards.</li> <li>• Leader-in-charge to ensure all adults understand how the evening will run before starting.</li> </ul>	
Injury to a Young Person or Adult	Adult volunteers Young Leaders Scouts General public	<ul style="list-style-type: none"> <li>• First aid kits to be available at all locations, as well as PPE and guidance for using it.</li> <li>• At least one person on site with First Response. All leaders and YL briefed on latest HSE First Aid guidance, and in an emergency only one person breaches the 2m rule, other people managing scene helping must be 2 meters away.</li> <li>• Where an activity is split and the ground/distance/geography is more than can be quickly covered we will ensure appropriate first aid cover for every person.</li> <li>• Extra resources added to our first aid kit</li> </ul>	
Hazardous waste	All and Bin Operatives	<ul style="list-style-type: none"> <li>• A designated bin will be provided for all to deposit potentially contaminated material (sneezed on tissues, first aid bandages used in practice, used PPE etc). This will be double lined with black sacks.</li> <li>• All rubbish to be taken to HQ and not disposed of at Leaders house.</li> </ul>	
<p><b>Review:</b> This risk assessment is for a section to move from one COVID Readiness alert level to the next, an additional risk assessment should be produced for each move proposed.</p>			

## **Covid-19 restarting face to face Scouting risk assessment**

Reviewed on 06/08/20, with following changes:

### V2 Changes:

- Added explicit reference to hand washing/sanitizing when doing food during an activity
- Updated event permissions to allow OSM events as consent after first time
- Updated cleaning to new national guidance
- Added explicit mention of queueing for hand sanitizing/hand wash
- Clarified stay-away if suspected covid to specifically reference latest English guidance from NHS
- Clarity on toilets to avoid repeating in location RA.
- Social distancing distances explicitly included