

OA7 Risk Assessment

Completed by D. Brimson

Activity / Environment

Expedition generic

Reviewed by Claire Cathcart 20.04.17

Educational Objectives

Next Review date

20.04.18

1 Hazard	2 Who might be harmed?	3 Is the risk adequately controlled?	4 What further action is needed to control the risk?
Personal protective equipment PPE Inappropriate, inadequate, poor fitting	Students	Leader preparation with group	New boots/equipment 'broken' in
Carrying expedition rucksacks -for the first time -on difficult terrain		Trainer advice on fitting rucksacks with straps secured, waist belts relieving weight from shoulders.	Spares carried Weight balanced
Maintaining control when walking in difficult terrain		Trainer instruction and practice	Route selection appropriate to competence of the group (and clear boundaries within that route)
Medical needs of students		OA4 medical consent form completed and checked. Supervisor knowledge and assessment of student and group capability to manage the specific condition.	Safety of group cannot be compromised so expedition plan may need to be adjusted.
First aid required		Members of the group have received training and carry a first aid pack.	DofE leader / Supervisor to hold first aid competency appropriate to the nature of the expedition and specific needs of group

Environment & Weather Hypothermia due to cold weather/wet/cold		<p>Check weather forecast. Expeditions out of season are not approved (unless taking place at different latitude with special approval).</p> <p>Pre kit check – sufficient clothing/spares/ hat/ gloves and adequate waterproofs (top/bottom) for planned expedition.</p> <p>Snow implication of this for navigation, route selection and practicalities and safety of expedition may mean a route change or cancelation</p>	<p>If weather too severe, cancel or amend expedition - Plan B (to limit exposure).</p> <p>Emergency equipment carried: group shelter (optional), survival bags and emergency rations – see also specific kit list linked to the expedition</p> <p>Seek local knowledge and further advice in extremes of weather</p>
Heat exhaustion due to hot weather/lack of fluids		<p>Pre kit check – each participant has adequate water for the journey + sun hat/protection. Group has sun cream and reminded to use as necessary.</p> <p>In the event of extremely hot weather, groups should consider starting early in the morning, taking a long lunch break in the shade and continuing after the midday sun.</p>	<p>Supervisor has extra water available for topping up during expedition.</p> <p>In extremes of heat the route/expedition may need to be cancelled or amended</p>
Heavy rain causing hazards to routes		Expeditions in Wild Country to have “Bad Weather” route planned in the event of heavy rain & bad weather.	
Heavy rain causing hazards to rivers		<p>No river crossings permitted (only small streams in benign circumstances) see DofE code of practice.</p> <p>Water levels can rise quickly, so the Supervisor should always check streams/rivers to ensure safety.</p>	<p>Part of the supervision plan to include meeting participants at any potential hazards or visit them beforehand.</p> <p>Participants should be advised of the dangers of crossing deep/fast/uneven/unknown water courses and contact the supervisor before proceeding or use their bad weather route to avoid it.</p>

Deteriorating weather conditions – wind, fog, rain, cold		Training given in awareness of changing weather and decisions to be made by group i.e. adjust clothing; check navigation, shelter if needed, and use of escape route, group decisions.	Use of Plan B for route as assessed by supervisor (in conjunction with the assessor on qualifying expeditions). Supervisor intervention to change route or abandon expedition
Roads & Traffic Walking along roads		Participants should avoid using roads where possible. Where participants are to walk along roads, they should do so in single file (and consider the safest side to be on e.g. verge, bends) and usually facing oncoming traffic. The front and rear person should wear high visibility vest which is clearly visible to other road users.	Training / instruction in road crossings and walking on narrow roads in group situations A group call system arrange so individuals warns one another of traffic Use of head torches in poor light/visibility Roads should be risk assessed before participants walk along them.
Crossing roads		Participants should use underpasses or crossings when planning their routes (where available). Participants should be trained in crossing the road safely, a usual technique is to line up in a place with good visibility and cross as a group (or in a wave).	For busy roads e.g. A roads, the Supervisor should risk assess the danger as part of their supervision plan and meet the group at the road.
Uneven Ground Twisted ankles on uneven ground Injury during descents		Pre-kit check – all participants to have adequate footwear i.e. boots. Groups to be briefing on descending hills safely e.g. using zig zags and ensure they walk, not run down slopes.	First Aid kit containing support bandages etc to be carried. Each group to consider carrying a set of walking poles to assist people to safety where needed.
Plants, allergies and irritants		Group awareness of the possibility and avoid contact with unknown plants.	Emergency contact made if student has difficulty breathing and dizziness, loss of consciousness.

Lack of fitness and personal motivation		Trainer to prepare students and develop motivation within the groups.	Supervisor to monitor and action as needed
Lost		<p>Training in navigation given including use of compass, return to last known position</p> <p>Participants not to pass through agreed checkpoints until they have been seen by the supervisor.</p> <p>Pre-expedition check – navigation, emergency procedures, emergency equipment & first aid.</p>	<p>A GPS should be considered (if available – sealed in a bag) in Wild Country. Two mobile phones should be carried by the group (check battery, connectivity and signal)</p> <p>Supervisors to check routes for hazards and brief groups accordingly, meeting them at any hazardous points.</p>
Dehydration		Group understand importance of rehydration on regular basis	Supervisor checks amount of water carried by each student at start and at intervals as necessary.
Exposure and exhaustion		<p>Group trained to take rest breaks, eat and drink, adjust PPE as needed.</p> <p>Group know how to identify symptoms and how to manage.</p>	<p>Emergency contact briefing given</p> <p>An emergency shelter (and knowledge of how to use it) should be considered as part of the kit list</p>
Emergency situation		<p>Trainer instruction given in dealing with emergencies with scenarios.</p> <p>Participants to be trained in Emergency Procedures and First Aid.</p> <p>Participants should know the medical conditions of other members of their team and the treatment.</p> <p>Pre-kit check – all participants to carry as a minimum: sleeping bag, emergency procedures card, emergency rations, survival bag, medication and whistle.</p>	<p>Judgement made by supervisor that the group can manage and supervision adjusted accordingly.</p> <p>Assessment made that they can manage before qualifying expedition</p> <p>A mobile phone should be carried by the group for emergency calls to the supervisor/assessor/emergency services. Connectivity, balance and battery charge of all phones should be checked before and on expedition location.</p>

		Group should carry a first aid kit and emergency shelter / tent sufficient for the group.	A GPS should be considered (if available – sealed in a bag) in Wild Country so the group can get a grid reference to give to the emergency services in the event of emergencies. Supervisor/Leader familiar with emergency action plan
Ticks – risk of Lymes disease		Participants to be briefed on appearance of ticks, removal with tweezers of Tick Remover and signs / Symptoms of Lymes disease.	End of Expedition check and reminder of what to do if found Double checking at home (when washing etc)
Injury from Wild Animal		Participants to be advised to stay away from Wild animals especially ponies in the New Forest etc	No feeding animals on the trip
Injury from unsafe structures/mines/rock face		Participants advised to stay away from unsafe structures/mines/rock faces	Identified in route planning and reminder given/route amended
Inappropriate behaviour Behaviour of participants leads to risk of safety to other participants		Behaviour to be monitored during training/practice. Clear ground rules to be set.	Knowledge of group, individuals and dynamics of the participants interaction Regular checks during remote supervision If necessary, participant should be warned / sent home if needed.
Smoking/stoves – fires in tents		Participants are not to smoke or cook in tents	No candles in tents
Alcohol/drugs etc.		Participants reminded in code of conduct that alcohol & drugs are not allowed	Supervisor to monitor.
Food and Water poisoning		Menus / food to be checked prior to expedition - expedition food e.g. pre-pack/dehydrated should	In remote areas where water is collected from streams, local advice should be sought and

Fresh food / meat going “off” and/or not being cooked/stored properly leading to food poisoning. Water not being clean leading to water poisoning		be used instead of fresh meat/products which can go off. Water should be from a clean drinking water source.	water treated with water treatment tablets before consumption. See also the DofE Generic Stoves Risk Assessment
Stranger Danger		Briefing, - reminders to students to keep contact with strangers to a minimum – be polite and brief	Staff to take note of what pupils are wearing for possible descriptions

The supervisor must

1. Ensure that the training has included the skills to manage these hazards.
2. Assess the expedition group ability to manage these hazards before the expedition
3. Adjust the supervision and routes accordingly for the practice expedition/s
4. Only complete the qualifying expedition when the group is assessed to be able to manage the risks.
5. Supervisors/ Leaders and staff should know their group in advance, they should share risk assessment with them to help all identify hazards and take ownership of the safety measures in place
6. Work within the frame work of the relevant Education Department Policies and Procedures.
7. All expeditions must comply with the DofE Expedition Guide 2012 and the current D. of E. Code of Practice.
8. The specific route needs to be risk assessed before under taking the expedition.
9. If relying on mobile phone use ensure you check connectivity, signal, and battery life.
10. Dynamic Risk Assessment is necessary throughout the visit.
11. In addition to using this Generic Risk Assessment, the Supervisor/Group Leader has a responsibility to prepare an itinerary specific Risk Assessment (including means of travel (walking, cycling, etc). This document (retained as evidence and to share) should include

factors like: the time of the trip, the nature of the group, pupil supervision (remote, distant, direct and management of), specific group requirements - dynamics, behaviour & medical needs, staff competencies and ratios, etc