Bonaly Scout Centre – Activity Risk Assessment & SOP

Burn Dipping Instructions

The leader supervising the activity must read and comply with the Standard Operating Procedure, Risk Assessment and these instructions and must have completed the sign out sheet before using the activity; they must supervise the activity for its entire duration and not hand over responsibility to any other person at any time.

Description:

Burn Dipping is the collection, study and identification of waterborne fauna.

Location:

The burn dipping area is situated behind Forth Lodge; access is via the gate between Forth Lodge and the bridge before the Roman Bath.

Set up:

The duty manager will issue the equipment from the activity store; all equipment is to be returned to them at the same place at the end of the session.

Equipment provided:

Identification Charts
Collection nets
Plastic collection trays
Magnification Jars
Plastic spoons

Running the session:

1. Explain to the group the purpose of the activity; the collection, study and identification of various water borne fauna.
2. Explain to group safety considerations – Refer to SOP and Risk Assessment.
3. Use nets provided to collect fauna from the burn.
4. Deposit Fauna in the trays provided.
5. Individual fauna can be placed in the magnifying jars for study.
6. Use identification charts to categorise and identify collected fauna.
7. **At the end of the session return all collected Fauna to the burn.**

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Burn Dipping

No	Hazard	Who it effects	Unmanaged risk	Control measures	Managed risk
1	Insufficient Instruction/Supervision	Participants	Medium	Burn Dipping to be run by suitably qualified/experienced instructors. Maximum instructor ratio of 1 to 12	Low
2	Drowning	Participants & Instructor	Medium	Instructor must have sight of all participants at all times. burn dipping only to take place in the designated area. Duty Warden to check level of Burn before activity commences.	Low
3	Net poles	Participants & Instructor	Medium	Participants are briefed about using net poles safely. They should take care when they are being carried and used, they must be careful about hitting others.	Low
4	Water Quality	Participants & Instructor	Medium	All participants must be told not to drink water from the burn. Instructor to check for sources of pollution or dead animals contaminating the area. Wash hands after session.	Low
5	Hypo/Hyperthermia and exposure	Participants	Medium	Instructor to ensure participants have appropriate clothing for the prevailing conditions and to monitor participants during the session.	Low
6	Medical conditions that could affect the activity	Participants	Medium	Instructor to check with group if there are any medical conditions/Injuries which may affect their participation.	Low
7	Slippery/uneven surfaces and trip hazards	Participants/Instructor	Medium	Instructor to make participants aware of conditions underfoot.	Low

Assessor	Date	Review Date
Sean Crossan	21/01/26	21/01/27

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Standard Operating Procedure – All Activities

Supervisors will be given copies of Standard Operating Procedures and Risk Assessments for the activity.

The safety of participants is at all times the responsibility of the supervisor.

The supervisor must:

Read and comply with the Standard operating procedure, Risk Assessment and activity instructions.

Complete the sign out sheet before using the activity

Must supervise the activity for its entire duration and not hand over responsibility to any other person at any time.

Ensure there is adequate first aid provision.

Maintain adequate group control at all times.

Ensure participants are suitably attired for the prevailing weather conditions and activity.

Be aware of any participant medical conditions that may affect the activity.

Make participants aware of conditions underfoot.

Fully brief participants on the activity, paying particular attention to risks highlighted in the Risk Assessments and Standard Operating Procedures.

Report any loss or damage to the equipment/activity.

Standard Operating Procedure - Burn Dipping - SOP

Maximum group size per supervisor of 12

The Supervisor must:

Check area for hazards, pollution and water level of Burn prior to activity.

Maintain adequate group control and have sight of all participants at all times.

Only use the designated area.

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Brief participants on safe use of net poles.

Ensure that no one drinks from the Burn.

Be present for the duration of the activity.

Ensure there is adequate first aid provision.

Ensure participants are suitably attired for the prevailing weather conditions and activity.

Be aware of any participant medical conditions that may affect the activity.

Make participants aware of conditions underfoot.

Fully brief participants on the activity, paying particular attention to risks highlighted in the Risk Assessments and Standard Operating Procedures.

Report any loss or damage to the equipment/activity.