Bonaly Scout Centre – Activity Risk Assessment & SOP

Grass sledging 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.

A member of the Bonaly team is available to offer guidance and answer any questions at this time.

Please meet at the Blair Barn for all self-led activities

Description:

Sledging but without snow, grass sledges have caterpillar tracks instead of runners, allowing them to be used all year round. (Except when it's snowing!)

Location:

Grass sledging takes place adjacent to the High Challenge Course

Set up:

A member of the Bonaly team will issue the equipment; all equipment is to be returned to them at the same place at the end of the session.

Equipment provided:

2 x Grass Sledges 4 x Helmets

Running the session:

1) Inspect grass sledges for defects and grass sledging area for any hazards before the session.
2) Explain to the group any safety considerations – particularly the risk of collisions and hand injuries - refer to SOP & Risk Assessment.
3) Demonstrate to participants the use of the brakes for both steering and stopping and explain that by always holding the handles you are keeping your hands safe; also demonstrate the separate handle for pulling the sledge back up the hill.
4) Control the flow of grass sledges down the course and ensure that grass sledges are pulled back up the hill outside of the sledging area to avoid collisions.
5) It is acceptable for grass sledges to be pushed to gain initial momentum but this must be done in a controlled manner.
6) Ensure helmets are worn by riders.
7) Ensure riders are a suitable size to participate – we operate a don't fit can't go policy.
8) Stop activity if the ground becomes too slippery or the brakes become ineffective due to moisture.

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Grass Sledges (Leader Supervised)

No	Hazard	Who it effects	Unmanaged risk	Control measures	Managed risk
1	Insufficient Instruction/Supervision	Participants/ other site users	High	Supervisors will be given copies of the risk assessment, standard operating procedure and instructions for use of the activity. Maximum of 12 participants per supervisor. Adequate group control to be maintained at all times or session should be stopped. 100kg (15st) weight limit.	Low
2	Faulty equipment	Participants	Medium	All equipment to be checked on each use and inspected on a Quarterly basis.	Low
3	Risk of crashing/Collision/losing control of sledge	Participants/ other site users	High	Supervisor to control flow of sledging to ensure no collisions All Participants to wear helmets. Grass sledging only allowed in prescribed area. Return route to be outside the sledging area. Grass sledging not to be run if braking is impeded by moisture. All participants to be Instructed in use of brakes and steering. All participants must be able to hold brake handles when sitting in sledge.	Low
4	Risk of finger/hand injury	Participants	Medium	Participants instructed to keep hands on brake levers at all times.	Low
5	Hypo/Hyperthermia and exposure	Participants	Medium	Supervisor 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	Supervisor to check with group if there are any medical conditions/Injuries which may affect their participation.	Low
7	Slippery/uneven surfaces and trip hazards	Supervisor/ participants	Medium	Supervisor to make participants aware of conditions underfoot.	Low

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

Bonaly Scout Centre – Activity Risk Assessment & SOP

Standard Operating Procedure – All Activities

Supervisors will be given copies of the Standard Operating Procedure, Risk Assessment and Instructions 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 – Grass Sledges

Maximum group size per supervisor of 12

The Supervisor must:

Inspect Grass Sledges and Grass sledging area for any defects/hazards

Ensure all participants are instructed in the use of brakes and steering.

Ensure all participants are able to hold break handles when sitting in sledge

Control flow of sledging to ensure no collisions.

Ensure all participants wear a correctly fitted helmet.

Ensure Grass Sledge is only used in the prescribed area and that return route is outside of the sledging area.

Suspend activity if brakes become affected by moisture.