Bonaly Scout Centre – Activity Risk Assessment & SOP

Pioneering

No	Hazard	Who it effects	Unmanaged risk	Control measures	Managed risk
1	Insufficient Instruction/Supervision	Participants/ other site users	Medium	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.	Low
2	Falling Timber	Participants/ supervisor/ other site users	High	Supervisor must be extra vigilant when any timber is constructed or lifted above head height.	Low
3	Risks from collapse of badly constructed structures	Participants/ supervisor/ other site users	High	All constructions must be checked by supervisor before use. All constructions must be anchored to the ground where applicable.	Low
4	Lifting	Participants	Medium	Supervisor must explain safe lifting techniques. Heavy loads should utilise an appropriate number of people.	Low
5	Finger Traps	Participants	Medium	Use of pulleys must be supervised.	Low
6	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
7	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
8	Slippery/uneven surfaces and trip hazards	Supervisors & participants	Medium	Supervisor to make participants aware of conditions underfoot.	Low

Assessor	Date	Review Date
Sean Crossan	25/01/26	25/01/27

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 – Pioneering

Maximum group size per supervisor of 12

The supervisor must:

- Check equipment prior to use.
- Give clear instructions for the task.
- Maintain adequate group control at all times.
- Choose appropriate challenges for the age/ability of the participants.
- Ensure safe lifting techniques are used.
- Suspend activity if weather is unsuitable i.e. slippery surfaces.
- Check any structures built before use.