

RISK ASSESSMENT

**Organisation name: Cumbria County Scout Council
Block**

Location:- Ennerdale Scout Centre - Chalet, Bothy & Campers Toilet/Shower

What are the hazards?	Who might be harmed and how?	What are you already doing?	Do you need to do anything else to manage this risk?	Action by whom?	Action by when?	Done
<i>Slips and trips</i>	<i>Staff and visitors may be injured if they trip over objects or slip on spillages</i>	<i>We carry out general good housekeeping and visiting groups are required to adopt and maintain the same standards for the duration of their residency; checks will be carried out prior to their departure to ensure this policy has been adhered to. All areas are well lit including external stairs. & ramps. Floor tiles in the toilet/shower areas are of non-slip design. Suitable warnings signs are available in the Cleaners Store, which are and must be displayed during cleaning activities involving mopping of floors in the toilets/showers, corridors, kitchen and laundry areas.; There are no trailing leads or cables, but these signs are also to be deployed during hoovering of carpets in the common room, bedroom and their associated corridors.</i>	<i>Visiting groups to be instructed accordingly. None Any excess surface water escaping from shower trays by displacement of the shower curtain must be mopped from the floor after showering. Vacuum cleaners are and must be safely and tidily stored in the appropriate cupboard on when not in use.</i>	<i>Camp Warden or his nominee Users & their supervisors/ Leaders Users & their supervisors/ leaders</i>	<i>On arrival and checks on departure On a daily basis the frequency to be determined by leaders. On a daily basis.</i>	<i>On going On going On going</i>
<i>Trapping & nips of digits</i>	<i>Visitors, particularly minors whose fingers may be trapped in self closing fire doors.</i>	<i>All doors are fitted with proprietary protection strips adjacent to the hinge and the self closing mechanisms incorporate dampers</i>	<i>Advise visiting groups accordingly of the potential hazard , particularly those with younger children .</i>	<i>Users & their supervisors/ leaders</i>	<i>On arrival of visiting groups</i>	<i>On going</i>
<i>Legionella</i>	<i>Users of showers</i>	<i>A disinfecting regime is in place for</i>	<i>Adhere to the instructions</i>	<i>Camp Warden or</i>	<i>See</i>	<i>On</i>

<p><i>bacteria forming in shower facilities pipework, hoses and spray heads.</i></p>	<p><i>through ingestion/inhalation of bacteria</i></p>	<p><i>the regular cleaning of shower head, flexible hoses and wastes.</i></p> <p><i>Gas boilers supply hot water at above 60 deg C on demand direct from mains such that no calorifiers or hot water storage tanks are required or employed.</i></p> <p><i>Cold water supplied at below 20 deg C</i></p> <p><i>During periods of infrequent use of the accommodation and service buildings all water supply pipework and delivery points are flushed through weekly by running hot and cold water for 5 minutes to prevent stagnation.</i></p>	<p><i>contained within the separate schedule which is kept in the Warden's Chalet Store Cupboard and enter the dates and results of each disinfecting exercise.</i></p> <p><i>Ensure that thermostat settings are checked during servicing of the boilers.</i></p> <p><i>Ensure that this regime is adhered to</i></p>	<p><i>his nominee</i></p> <p><i>Camp Warden or his nominee</i></p> <p><i>Camp Warden or his nominee</i></p>	<p><i>separate schedule</i></p> <p><i>Annually</i></p> <p><i>As required</i></p>	<p><i>going</i></p> <p><i>On going</i></p> <p><i>On going</i></p>
<p><i>Working at height during routine building maintenance when using step ladders changing light bulbs, cleaning gutters etc.</i></p>	<p><i>Warden and service team members may suffer falls which could result in serious injury.</i></p>	<p><i>Step and extending ladders are available and users have been instructed in their safe use and the necessity to ensure that their condition is satisfactory and the type to be employed is fit for purpose prior to use.</i></p>	<p><i>Any non-routine tasks involving access to roofs will be subject to separate risk assessment and will be delegated to contract firms who have the facility to provide the necessary edge protection etc. to execute the work safely..</i></p>	<p><i>Chair Facilities Sub-Committee/Camp Warden</i></p>	<p><i>As and when required</i></p>	
<p><i>Vehicle Movement</i></p>	<p><i>Warden, service team members and all site users may suffer serious injury if struck by vehicles entering, leaving or manoeuvring on the site. Minors are</i></p>	<p><i>A speed limit of 10mph is in force on the site and is rigorously enforced. Prominent signs advising of this restriction are displayed at the entrance gate and at regular intervals on the access road.</i></p>	<p><i>Constant monitoring of vehicle movements by Camp Warden, Service Team members and all site occupants.</i></p> <p><i>Any concerns to be drawn to the attention of the Camp Warden or his nominee.</i></p>	<p><i>All site users .</i></p>	<p><i>Continually</i></p>	<p><i>On going</i></p>

	<i>at particular risk.</i>		<i>Any repeated transgressions will result in the offending owners being prohibited from driving or parking their vehicles on site.</i>			
<i>Hazardous substances. e.g. Cleaning products</i>	<i>Warden, service team members and all site users may risk dermatitis, skin irritation, eye damage from direct contact with chemical compounds or respiratory distress through inhalation of vapours.</i>	<i>All cleaning agents are stored in the Cleaners Store and the necessary instruction for their safe use are available on file in the same location along with the corresponding COSHH assessments and the required PPE.</i>	<i>The Supervisors/Leaders of all visiting groups to be advised and instructed accordingly. .</i>	<i>Camp Warden or his nominee</i>	<i>On arrival of visiting groups</i>	<i>On going</i>
<i>Electricity</i>	<i>Users of electrically powered equipment and appliances risk cardiac arrest from electric shock or burns from use of faulty equipment</i>	<i>The electrical circuits in the buildings have been installed by qualified professionals, tested to meet the requirements of IEE Regulations and are protected by circuit breakers of RCD type which is subjected to annual checks to ensure its adequacy. All fixed and portable electrical equipment is subjected PAT annually carried out by a competent person and the results of the test recorded in a schedule which is available for inspection on request.</i>	<i>The Supervisors/Leaders of all visiting groups to be advised and instructed accordingly to familiarise them with the location and procedure for resetting trips. Any faults to be reported to the Warden or his nominee. Ensure that PAT testing of all appliances is carried out on an annual basis and that a report of the results of such test is obtained and placed on file</i>	<i>Camp Warden or his nominee</i> <i>Chair Facilities Sub-Committee</i>	<i>On arrival of visiting groups</i> <i>Annually</i>	<i>On going</i> <i>On going</i>
<i>Fire</i>	<i>Warden, members of Site Service Team and residents risk serious, possibly fatal injuries from smoke inhalation, burns or structural collapse.</i>	<i>Full fire risk assessment of the fire detection and alarm systems incorporated in the design of the building and its subsequent inspection on completion have been carried out and approved by the relevant planning/building control authority and the required</i>	<i>No further action is required unless major structural modification to the buildings is planned</i>	<i>N/A</i> <i>Chair Facilities</i>	<i>As required</i>	

		<p>certificate issued. The upholstery of all furniture and soft furnishings including mattresses and covers satisfy 'The Furniture and Furnishings (fire) (Safety) Regulations 1988 (as amended in 1989 & 1993) and the test requirements of BS.7176 & 7177</p> <p>A contract is in place for the regular servicing of and any necessary repairs to these systems by competent persons.</p> <p>Weekly checks are carried out to verify that the following are in place and operating effectively and the date & results of such tests recorded :- Fire doors and their associated magnetic switches Fire extinguishers and blankets Audible alarm Emergency lighting and associated illuminated exit signs. Escape routes clearly identified, unobstructed and usable.</p>	<p>Ensure any additional or replacement items satisfy these regulations and standards.</p> <p>Ensure contract is renewed and its requirements fulfilled.</p> <p>Demonstrate the systems to the Supervisors/Leaders of visiting groups and familiarise them with the procedure for resetting spurious alarms which may be caused by the over zealous use of aerosol deodorants etc.in confined spaces. Stress the necessity to maintain corridors free from storage of any items. Familiarise them with the 'In Event of Fire' notices and assembly point for roll call.</p>	<p>Sub- Committee/ Camp Warden or his nominee</p> <p>Chair Facilities Sub- Committee</p> <p>Camp Warden or his nominee</p>	<p>Annually</p> <p>On arrival of visiting groups</p>	<p>On going</p>
LPG Gas	<p>Warden, members of Site Service Team and Residents risk serious, possibly fatal injuries from Asphyxiation due to escaping gas or burns or structural collapse as a result of</p>	<p>The storage tanks are remote from the building suitable fenced and the access gate kept locked shut with suitable signs giving warning of the hazard and prohibiting access to all but authorised persons prominently displayed. A contract is in place for the</p>	<p>Familiarise the Supervisors/leaders of visiting groups with the location of the storage tanks and safe operation of the gas cooker.</p> <p>Ensure contract is in place, renewed and its requirements</p>	<p>Camp Warden or his nominee</p> <p>Chair Facilities Sub- Committee</p>	<p>On arrival of visiting groups</p> <p>Annually</p>	<p>On going</p>

	<i>explosion.</i>	<i>maintenance/repair of these systems. The gas cooker has flame failure detection fitted to all burners.</i>	<i>fulfilled.</i>			
<i>Poor Hygiene/Waste Management</i>	<i>Residents of the buildings through disease/infection if kitchen/toilet hygiene is not maintained and waste disposal is not carried out in a responsible manner attracting vermin/pests.</i>	<i>An inspection of these areas is carried out to ensure that the policy of 'Leave it as you would expect to find it' is adhered to. A check list is issued to residents to assist in complying with this regime on departure. Electric 'Fly Zappers' are installed in kitchen and toilet areas. Anti-bacterial surface cleaners for kitchen areas and suitable cleaning agents for toilets are provided along with plastic waste bin liners. When there is multiple occupancy of the site by more than one group a rota system for the cleaning of communal areas is instituted. Adequate commercial waste 'wheelie bins' are provided and emptied regularly on contract by the local council. A contract is in place with a commercial premise cleaning company for the cleaning of all Chalet areas as a supplement to ensure carpets and upholstery in communal areas are shampooed and in a satisfactory state of cleanliness.</i>	<i>Familiarise the Supervisors/leaders of visiting groups with these expectations and the location of the cleaners store and cleaning agents, devices and consumables which may require replacing during their occupancy. Ensure contract is in place, renewed and its requirements fulfilled. Ensure contract is in place, renewed and its requirements fulfilled.</i>	<i>Camp Warden or his nominee Chair Facilities Sub- Committee Chair Facilities Sub- Committee</i>	<i>On arrival of visiting groups Annually Annually</i>	<i>On going</i>

Risk assessment carried out and compiled by.....

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**Date ...01/02/18.....
alteration
maintenance regime/frequency.**

**Review Date ...01/02/20.....or subsequent to any significant change to the hazards consequent to major structural
to buildings, modification to the systems installed or their**