



Risk Assessments

This document has been compiled to manage and reduce the risk of our activities. It is reviewed continuously. A full annual review of this document is conducted each year by the Head of Centre and Chief Instructor, with assistance from our qualified staff and where necessary, our technical advisor and the relevant National Governing Body.



Mendip Risk Assessment Index

* Protective Equipment will be provided during certain elements of the activity

Page No.	Activity	Generic Risks (page 4)	Specific Risks	NGB Qualified Instructors	In house training	Standard Procedures	Activity on our site	Activity off site	Protective Equipment	First Aid cover	Max Ratio	£5M Insurance	Risk Level
5	Air Rifle	✓	✓	✓	✓	✓	✓		✓	✓	1:12	✓	
6	Archery	✓	✓	✓	✓	✓	✓	✓	✓	✓	1:12	✓	
7	Archery Active	✓	✓	N/A	✓	✓	✓	✓	✓	✓	1:20	✓	
8	Nerf Battles	✓	✓	N/A	✓	✓	✓	✓	✓	✓	1:20	✓	
9	Gel Fire Battles	✓	✓	N/A	✓	✓	✓	✓	✓	✓	1:20	✓	
10	Assault Course	✓	✓	N/A	✓	✓	✓	✓	✓*	✓	1:10	✓	
11	Axe Throwing	✓	✓	N/A	✓	✓	✓	✓	N/A	✓	1:12	✓	
12	Bushcraft	✓	✓	N/A	✓	✓	✓	✓	N/A	✓	1:16	✓	
13	Camping	✓	✓	N/A	✓	✓	✓	✓	N/A	✓	Bespoke	✓	
14-15	Caving	✓	✓	✓	✓	✓	✓	✓	✓	✓	1:10/2:10/1:12	✓	
16	Climb/Abseil	✓	✓	✓	✓	✓	✓	✓	✓	✓	1:10	✓	
17	Climbing Tower	✓	✓	✓	✓	✓	✓	✓	✓	✓	1:10	✓	
18	Crate stack	✓	✓	N/A	✓	✓	✓		✓	✓	1:14	✓	
19	Frisbee Golf	✓	✓	N/A	✓	✓	✓	✓	N/A	✓	N/A	✓	
20	Frisbee Golf (Self Led)	✓	✓	N/A	✓	✓	✓	✓	N/A		N/A	✓	
21	Evening Activities	✓	✓	N/A	✓	✓	✓	✓	N/A	✓	Bespoke	✓	
22	Hill Walking	✓	✓	✓	✓	✓	✓	✓	N/A	✓	Bespoke	✓	
23	DofE—Remote Supervision	✓	✓	✓	✓	✓	✓	✓	N/A	✓	1:14	✓	
24	Low Ropes	✓	✓	N/A	✓	✓	✓	✓	✓	✓	1:12	✓	
25	Orienteering	✓	✓	✓	✓	✓	✓	✓	N/A	✓	1:12	✓	
26	Orienteering (Self Led)	✓	✓	N/A	✓	✓	✓	✓	N/A		Bespoke	✓	
27	Paddlesports (Canoe, Kayak, SUP)	✓	✓	✓	✓	✓	✓	✓	✓	✓	1:10/1:6	✓	
28	Raft Building	✓	✓	N/A	✓	✓	✓	✓	✓	✓	1:10	✓	
29	Snowsports	✓	✓	✓	✓	✓	✓	N/A	✓	✓	1:10	✓	
30	Snowsports (Unsupervised)	✓	✓	N/A	✓	✓	✓	N/A	N/A	✓	N/A	✓	
31	Tobogganing	✓	✓	N/A	✓	✓	✓	N/A	N/A	✓	N/A	✓	
32	Team building	✓	✓	N/A	✓	✓	✓	✓	✓*	✓	1:12	✓	

Mendip Risk Assessment Process

Risk Assessment & Guideline Process

As stated in the Management of Health and Safety at Work Regulations 1999;

'Every employer shall make a suitable and sufficient assessment of the risks to the health and safety of his employees to which they are exposed whilst they are at work; and the risks to the health and safety of persons not in his employment arising out of or in connection with the conduct by him of his undertaking.'

Our risk assessments and operations are reviewed by industry professionals from the HSE (AALA), The Council for Learning Outside the Classroom (LOtC) and Adventuremark (AAIAC).

What is a Risk Assessment?

Risk is the combination of the likelihood of a hazardous event occurring and the consequence of the event.

Risk = likelihood x consequence

A risk assessment aims to identify the hazards and interactions with them which could lead to a hazardous event, to allow for them to be removed or reduced as far as reasonably practicable.

These risk assessments are completed by suitably experienced members of our team, drawing on expertise from across the company and wider outdoor industry as required.

Risk Matrix

The following Matrix is used in our risk assessment process in order to assist us to identify and evaluate risk before placing suitable controls in place to reduce the risk to an acceptable level.

Adventurous Activities by their nature have an inherent level of risk which however small, cannot be eliminated entirely without making the activity pointless.

Reviewing risk - A review of this document is undertaken each year or when there are fundamental changes to our venues or activities.



Area being assessed		Mendip Generic Risks				Task being assessed	Applies to all Activities		
Hazard	Who might be harmed?	How might they be harmed	Risk Rating			Additional controls	Residual Risk		
			L	C	R		L	C	R
Pre-existing medical condition	Instructors, group and other visitors	Medical emergency	3	4	12	- Participants complete a medical declaration prior to session and instructor to check them. - Instructors are qualified first aiders - Participants are requested to make themselves known to their supervising instructor if they have any pre-existing conditions - In the very unlikely event that a participant should suffer from a medical emergency (i.e. heart attack, stroke, epileptic fit, diabetic emergency) the emergency services will be contacted. Appropriate First aid treatment will be administered. - At the earliest opportunity the Mendip office will be informed and our emergency procedures instigated if appropriate	3	3	9
Inappropriate behaviour	Instructors, group and other visitors	Various	3	2	6	- Abandon session if bad behaviour could affect the safety of the group - Instructor to set expectations at the beginning of the session	2	2	4
Ticks:	All	Lyme's disease	4	3	12	- On sessions with increased risk of encountering ticks participants will; - be warned about the possibility of getting one, - told what to look out for, - told how to prevent getting them (trousers, repellent, avoid long grass etc) - Should a client get a tick we will; - either remove the tick or advise how to do it, - fill out a tick reporting form. Advise how they can get a copy if needs be.	3	2	6
Waterborne disease:	All	Weil's disease	2	4	8	- Inform the group of the risks and what to do if they become ill - Make sure groups wash their hands at the end of the session - Advising any existing cuts are covered up with a waterproof covering.	2	2	4
Weather conditions causing injury: - Extreme heat and/or sun - Lightning strike	Instructors, group and other visitors	- Hyperthermia - Hypothermia	3	3	9	- Kit lists supplied in advance of activity session - Instructor to check all participants are dressed suitably to the weather conditions - Instructor to advise participants to apply sun cream when appropriate - Instructor to ensure group has enough water / fluids - Instructor to carry mobile phone and first aid kit - When lightning/storms are in the area then you should use the 30/30 rule—If the flash to bang is less than 30 seconds then shelter should be taken for 30mins from the last flash or the storm has moved away from the area. Guidance - In extreme conditions the activity may be adapted, delayed, postponed or cancelled	2	2	4
Difficult terrain when using a wheelchair or limited mobility	Disabled Users	Various	2	4	8	- Instructors to inform group members that the terrain is uneven and to be careful when moving around the site - Some sites are not accessible and the instructor should inform the person/s so they know in advanced. - If negotiating difficult terrain then the instructor should provide assistance to the person/s. For example when descending steep slopes the instructor should assist to prevent losing control.	1	4	4
Stranger	Group Members	Various	3	3	9	Groups to be briefed of 'stranger danger' and to make Mendip staff aware of any problems/ incidents	2	3	5
Lone working	All	Medical emergency of instructor Injury to instructor	3	4	12	- Call out procedure to identify late back groups - Group members to be briefed on how to contact the emergency services and Mendip - Instructor to inform group members where the emergency kit is - first aid kit, group shelter etc - Instructor must inform the office ASAP if plans change to ensure the diary is correct.	3	2	6
Equipment malfunction	All	Damaged or inappropriate equipment being used on session				- All equipment and kit to be checked prior to use and issues raised within Mendip requirements - Venues to be checked before use and issues raised within Mendip requirements			

Area being assessed	Air Rifle		
Minimum Instructor Qualification	National Small-bore Rifle Association Youth Proficiency Scheme Tutor. For supervising anyone under the age of 17 years old, the supervisor must be over 21 years old.	PPE: ✓	FIRST AID: ✓ RATIO: 1:12

Hazard	Who might be harmed?	How might they be harmed	Risk Rating			Additional controls	Residual Risk		
			L	C	R		L	C	R
Unauthorised use of weapons Shooting towards group/visitors	Instructors, group and other visitors	Various injuries				- Qualified Instructors to run the session - Rifles to be locked in appropriate secure storage when not in use - Safety briefing and demonstration at the beginning of the session - Instructor vigilance during session - Seated waiting area - Guns always pointing down range - Close control of the range at all times: - Ensure group members are all behind the shooting benches before starting shooting—pay attention to the blind spot behind the container on the target sport ranges at MAC - No pellets left next to the rifles when collecting the targets/people are down range. - Immediate access to a first aid kit by an instructor at all times - Mobile phone to be taken to the site of activity by the I/C Instructor			
Ricochet of pellets	Instructors, group and other visitors	Re-bound eye injury				- Safety glasses to be worn by all participants and spectators - Appropriate range distance set up to minimise ricochet potential - Impact absorbing material at the end of the range - Immediate access to a first aid kit by an instructor at all times - Mobile phone to be taken to the site of activity by the I/C Instructor			
Poor handling: - Trapping finger in barrel when loading - Cutting hands on targets / cans - Pellets straying out of bounds - Accidental firing of air rifle whilst being carried to the range	Instructors, group and other visitors	Various Injuries				- Clear instruction provided by qualified instructors - Instructor vigilance during session - Use absorbent material behind targets to absorb pellets - Ensure all targets are placed on the floor of the outside range - When left unattended air rifles are left un-cocked and broken or magazine removed and safety on. - One to one coaching from a distance used on first round of shooting with only one person at a time			

Area being assessed	Archery		
Minimum Instructor Qualification	Archery GB Leader Award	PPE: ✓	FIRST AID: ✓ RATIO: 1:12

Hazard	Who might be harmed?	How might they be harmed	Risk Rating			Additional controls	Residual Risk		
			L	C	R		L	C	R
Jewellery / clothing / hair becoming caught in the string	Instructors and Group	Various				- Watches, bracelets, rings and dangly earrings should be removed (if possible, if not taping over) and long hair and toggles/drawstrings on jumpers tied back to prevent them getting caught in the bow string - Immediate access to a first aid kit by an instructor at all times - Mobile phone is required to be taken to the site of activity by the I/C Instructor - Relevantly qualified staff to run the session			
Walking into an arrow	Instructors and Group	Various				- Instruction is provided on collecting the arrows to prevent people walking into them - Any lost arrow should be looked for straight after losing, if not found then a near miss form must be filled out			
Bow limbs breaking	Instructors, group and other visitors	Various				Groups instructed not to draw bows without arrows as bow limbs could be damaged, causing injury			
Malicious behaviour	Instructors, group and other visitors	Various				- Safety briefing to include range rules and expectations - Abandon session if bad behaviour could affect the safety of the group - One to one coaching from a distance used on first round of shooting with only one person at a time - Maximum of 6 students at the shooting line per instructor. - Not allowing bows and arrows to be left together unattended at any time			
Inappropriate range set up	Instructors, group and other visitors	Various				- Warning signs to be displayed around the area at access point - Checking behind the stop net regularly to ensure no one is behind - Close control of the range at all times— Ensure group members are all behind the shooting benches before starting shooting—pay attention to the blind spot behind the container on the target sport ranges at MAC			

Area being assessed	Archery Active		
Minimum Instructor Qualification	In house trained & Archery GB Leader Award	PPE: ✓	FIRST AID: ✓
			RATIO: 1:20

Hazard	Who might be harmed?	How might they be harmed	Risk Rating			Additional controls	Residual Risk		
			L	C	R		L	C	R
Tripping / slipping / falling	Instructors, group and other visitors	Various injuries				- Trained instructors to facilitate all sessions - Immediate access to a first aid kit by an instructor at all times - Lead Instructor to carry mobile phone - Bows and arrows will be kept separately in different areas when not in use - Safety briefing is to take place with all players and understanding checked - Players are briefed on the safety method of calling the supervising member			
•Players not following game rules •Malicious behaviour •Misunderstanding of game rules	Instructors and group	Various				- Safety briefing is to take place with all players and understanding checked - Abandon game if bad behaviour could affect the safety of the group - Close control of the game area at all times			
Being hit in the face by an arrow	Instructors and group	Various				- All players / Instructors must wear a protective face mask unless in a safety zone - Players will only be given bows/ arrows once all players are wearing a face mask			
Close range shots	Instructors and group	Impact injuries				- Safety briefing is to take place with all players and understanding checked - Players are not permitted to shoot each other at close range			
Being hit by a damaged arrow	Instructors, group and other visitors	Various				- All arrows will be closely monitored to ensure no defective arrows are ever in play - Advice given on how to easily identify a defective arrow and take it out of play			
Bow limbs breaking	Instructors and group	Various				Players instructed not to draw bows without arrows as limbs could cause injury			
Jewellery / clothing / hair catching in the bow string	Instructors and group	Various				Watches, bracelets, rings and dangly earrings should be removed (if possible, if not taped over) and long hair and toggles/drawstrings on jumpers tied back to prevent them getting caught in the bow string			
Inappropriate game areas	Instructors, group and other visitors	Various				- Warning signs to be displayed around the area at access point. - There will be a 15 metre exclusion zone or net surrounding all game areas			

Area being assessed	Nerf Battles		
Minimum Instructor Qualification	In house trained	PPE: ✓	FIRST AID: ✓
			RATIO: 1:20

Hazard	Who might be harmed?	How might they be harmed	Risk Rating			Additional controls	Residual Risk		
			L	C	R		L	C	R
Tripping / slipping / falling	Instructors, group and other visitors	Various				- Instructors to facilitate all sessions - Immediate access to a first aid kit by an instructor at all times - Safety briefing is to take place with all players and understanding checked - Players are briefed on the safety method of calling the supervising member - All players to be discouraged from running in the playing arena - No climbing on the obstacles - Floors to be swept when there is a build up of ammo in the playing area - Suitable areas to play the games ensure to minimise hazards			
- Being hit in the face by an bullet - Close range shots	Instructors, group and other visitors	Various				- All players / Instructors must wear a protective glasses unless in a safety zone - Safety briefing is to take place with all players and understanding checked - Players are not permitted to shoot each other at close range - Instructor to spend as much time in the arena as possible to ensure rules are followed			
- Misunderstanding of game rules - Malicious behaviour - Players not following game rules	Instructors, group and other visitors	Various				- Abandon game if bad behaviour could affect the safety of the group - Close control of the game area at all times - Instructor to spend as much time in the arena as possible to ensure rules are followed - CCTV in operation in game arena for remote supervision when instructor not in arena			

Area being assessed	Gel Fire Battles		
Minimum Instructor Qualification	In house trained	PPE: ✓	FIRST AID: ✓
			RATIO: 1:20

Hazard	Who might be harmed?	How might they be harmed	Risk Rating			Additional controls	Residual Risk		
			L	C	R		L	C	R
Tripping / slipping / falling	Instructors, group and other visitors	Various				- Instructors to facilitate all sessions - Immediate access to a first aid kit by an instructor at all times - All players / Instructors must wear a protective glasses unless in a safety zone - Players are briefed on the safety method of calling the supervising member - All players to be discouraged from running in the playing arena - No climbing on the obstacles - Floors to be swept when there is a build up of ammo in the playing area - Suitable areas to play the games ensure to minimise hazards			
- Being hit in the face by an bullet - Close range shots	Instructors and group	Various				- Players are not permitted to shoot each other at close range - Safety briefing is to take place with all players and understanding checked - All players / Instructors must wear a protective glasses unless in a safety zone - Instructor to spend as much time in the arena as possible to ensure rules are followed - Guns checked prior to sessions to ensure proper function			
Misunderstanding of game rules - Malicious behaviour - Inappropriate game areas - Players not following game rules	Instructors, group and other visitors	Various				- Abandon game if bad behaviour could affect the safety of the group - Close control of the game area at all times - Players are not permitted to shoot each other at close range - Instructor to spend as much time in the arena as possible to ensure rules are followed - CCTV in operation in game arena for remote supervision when instructor not in arena			
Swallowing gel pellets	Group members	Choking Internal injuries				- Gel pellets are non toxic, non binding - Instructors to monitor group and inform group to leave all rounds on the floor. - Instructors to inform group not to eat them and if accidentally swallowed then to seek professional medical help ASAP.			

Area being assessed	Assault Course		
Minimum Instructor Qualification	In house trained	PPE: ✓	FIRST AID: ✓
		RATIO: 1:10	

Hazard	Who might be harmed?	How might they be harmed	Risk Rating			Additional controls	Residual Risk		
			L	C	R		L	C	R
• Jewellery/clothing becoming caught • Walking into obstacles • Trapping body parts • Slipping off obstacles • Poor lifting techniques • Being dropped when being lifted or assisted through obstacles • Falling from height • Incorrectly dismounting obstacles • Hard contact with objects	Instructors, group	Injury to participants e.g. broken bones, twists, cuts, slips				• Watches, bracelets, rings and dangly earrings should be removed if possible (taped over if not) to prevent them getting caught on obstacles • Each obstacle will be explained and risks discussed prior to use • Obstacles are checked visually prior to each use. • Each obstacle is generally used separately from the adjoining obstacles, except where one obstacle has a minimal risk and does not require direct supervision • A sensible pace for the conditions / obstacle is encouraged • When using blindfolds. Groups must not race. Only one person blindfolded per instructor on the obstacles at a time • Immediate access to a first aid kit by an instructor at all times • Mobile phone is required to be taken to the site of activity by the I/C Instructor • Demonstrate / explain how to dismount obstacles safely • Instructor is available to spot as necessary • Only one participant per instructor on an obstacle at a time as necessary			
• Equipment failure • Clients not being able to swim • Becoming knocked unconscious	Instructors, group	Various inc. DROWNING				• All participants to wear buoyancy aids and helmets when on or near the water • Participants informed about the cold water • All equipment is checked when handed out • Instructors are in house trained and will have the appropriate safety equipment • Instructor ensures they know where all their group is at all times. If several people are in the water constant head counts are required to ensure nobody is trapped underwater.			
Cold water shock	Instructors, group	Various inc. DROWNING				• All participants to wear buoyancy aids and helmets when on or near the water • Participants informed about the cold water			
Water quality	All water users	Illness				• If water monitoring is available use to check quality level • Extra precautions taken if water quality is 'poor' - Hand washing, covering cuts, avoiding head immersion, adapt activities to suit the water quality			

Area being assessed	Axe Throwing		
Minimum Instructor Qualification	In house trained	PPE: ✓	FIRST AID: ✓
			RATIO: 1:12

Hazard	Who might be harmed?	How might they be harmed	Risk Rating			Additional controls	Residual Risk		
			L	C	R		L	C	R
• Thrown items rebounding towards thrower • Thrown items going over the back stop net	Instructors, group and other visitors	Various				• Instructor to demonstrate correct throwing techniques • Safe carrying and passing over of hawks and angels demonstrated and practised. • Throwers to stand no closer than 3m from the targets. • No one to stand behind axe thrower. • Maximum of 6 students at the throwing line per instructor. • Immediate access to a first aid kit by an instructor at all times • Mobile phone is required to be taken to the site of activity by the I/C Instructor • Not allowing hawks or angels to be left unattended at any time • Instructor to suggest warm up as necessary and coach correct throwing methods.			
Arm, elbow, shoulder injuries from throwing.	Instructors and group	Various				• Participants advised to stop and rest if any pain occurs. • One to one coaching from a distance used on first round of shooting with only one person at a time			
Burrs on edges caused by clashes.	Instructors and group	Various				• Safe carrying and passing over of hawks and angels demonstrated and practised.			
Inappropriate range set up	Instructors, group and other visitors	Various				• Safety briefing to include range rules and expectations • Warning signs to be displayed around the area at all access points • Checking behind the stop net regularly to ensure no one is behind • Instructor to consider surroundings carefully before setting up range.			
Malicious behaviour	Instructors, group and other visitors	Various				• Close control of the range • Abandon session if bad behaviour could affect the safety of the group			

Area being assessed	Bushcraft		
Minimum Instructor Qualification	In house trained	PPE:	FIRST AID: ✓ RATIO: 1:12

Hazard	Who might be harmed?	How might they be harmed	Risk Rating			Additional controls	Residual Risk		
			L	C	R		L	C	R
• Using tools incorrectly • Blunt tools • Poor behaviour • Poor instruction & monitoring • Falling trees/branches • Loss of concentration	Instructors, group and other visitors	Various injuries				• Instruction to be provided, including health and safety briefing before the session and each new skill • Tools only given to participants who can behave sensibly, Ongoing monitoring must occur • Tools used on a flat surface • Tools to be kept collected/covered/stored when not in use • Immediate access to a first aid kit by an instructor at all times • Check area to be used for falling branches • When wind speeds are forecast in excess of 40mph the Duty Manager will monitor the woodland at Mendip Snowsport Centre and will make a decision on which areas may be used. If wind speeds rise to dangerous levels on the land then the DM may need to restrict activities from going ahead. The Instructor will also carry out a risk assessment throughout the session. • Mobile phone is required to be taken to the site of activity by the I/C Instructor			
Getting Lost; not being able to find way back to meeting point	Group	Various				• Clear boundaries to be set by the instructor, for example if using the lower site ensure at all times the clients can see the parachute			
• Making fires in inappropriate locations • Poor behaviour • Poor instruction & monitoring • Being burnt by cooking marshmallows	Instructors, group and other visitors	Burns				• Instruction to be provided, including health and safety briefing • On going monitoring • Water must always be available when a fire is lit No running in proximity of the fire pit • Supervision of all cooking activities and instructor to limit the number of clients around the fire dependant on the group.			
• Cross contamination • Using high risk foods	Instructors, group and other visitors	Food poisoning				• Instruction on food hygiene to be provided • Gloves or antibacterial gel to be considered • Only known plants/wild foods to be eaten and dietaries to be checked			

Area being assessed	Camping		
Minimum Instructor Qualification	In house trained	PPE:	FIRST AID: ✓ RATIO: Bespoke

Hazard	Who might be harmed?	How might they be harmed	Risk Rating			Additional controls	Residual Risk		
			L	C	R		L	C	R
- Standing on pegs - Falling branches - Tripping on guy lines	Instructors, group and other visitors	Various				- First aid kit to be carried by the instructor at all times. Mobile phone is required to be taken to the site of activity by the I/C Instructor. - Group members should be briefed, identify specific hazards - Keep guy lines short and away from access routes - Tent pegs should be driven right into the ground, if possible - Shoes must be worn around camp			
Use of Stoves (Trangia) - Burns to self - Objects catching fire - Poor use of stoves	Group	Burns				- Group members should be briefed, identify specific hazards - Ensure there is always water available when using a stove to either cool a burn or to put out a fire. - Appropriate placement of stoves - Ensure there is always water available when using a stove to cool a burn			
- Carrying Meths - Food poisoning	Group	Food Poisoning				- Group members should be briefed, identify specific hazards - Fuel bottles are always used to refill and carry meths in. - Instruction on food hygiene to be provided - Gloves or antibacterial gel to be considered			
Child Protection/safeguarding Issue	Instructors, group and other people	Various				- Supervision to be provided by group/school staff. - Opposite sex must not be allowed to enter others tents - Appropriate training for Mendip Staff			

Area being assessed	Caving												
Minimum Instructor Qualification Sandford Levvy	Technical Advisor Site Specific Training with BCA Local Cave Leader training					PPE: ✓		FIRST AID: ✓		RATIO: 1:12			
Minimum Instructor Qualification Horizontal System	BCA Local Cave Leader Award. Adults: 1:10. Children: 2:10* *There will always be a second adult in the cave with a child group, either an assistant to the group or another instructor with their own group.					PPE: ✓		FIRST AID: ✓		RATIO: 1:12			
Minimum Instructor Qualification Vertical System	BCA – Local Vertical Cave Leader Award level 2. 2:10 – Instructor plus a competent adult.					PPE: ✓		FIRST AID: ✓		RATIO: 2:10			
Hazard	Who might be harmed?	How might they be harmed	Risk Rating L C R			Additional controls					Residual Risk L C R		
• Rocks falling from above • Equipment failure • Becoming stuck • Falling	Instructors, group	Various				• Groups told not to throw rocks, especially while around drops or entrances • Cave Leaders are to keep up to date and monitor the cave systems that are regularly used and avoid or carefully manage areas that contain or are likely to contain loose rock. • All anchors, whether natural or man-made, must be checked before use • Double check all knots and karabiners are secure when being used • Ensure group members are appropriately briefed when attempting a challenging/tight section of cave to ensure the client can successfully complete that section. If they are physically too big for the challenge then the client must be dissuaded from the challenge to avoid becoming stuck and potentially injured. • Immediate access to a first aid kit by an instructor at all times • Mobile phone is required to be taken to the site of activity by the I/C Instructor							
• Person falling from above • Falling/slipping while climbing	Instructors, group	Various				• The leader should be at the front for a descent and at the back for an ascent • Hand-lines, or assisted hand-lines, should be used where climbs are particularly slippery and belayed when necessary							
• Poor route choice • Exhaustion	Instructors, group	Various				• Ensure the route is appropriate for all group members and that there is a way round if there is a challenge involved • Long/cold trips can affect people in different ways, so the leader must regularly check the group to ensure they are coping							
• Inadequate clothing/footwear	Instructors, group	Various				• Make sure the groups are dressed for the conditions in the cave, whether that is wearing a boiler suit and wellies for most normal dry trips or wearing cordura over suits and fleeces for wet / long trips • Caving belts must be worn properly to provide an attachment point in case of emergency and also as a secure handhold to assist clients, warn them when you are going to grab a belt. Caving belts, helmets and lights must be checked for correct fitting and full functionality before use. Caving belts are not required in Sandford Levvy							

Area being assessed	8. Caving cont.									
Hazard	Who might be harmed?	How might they be harmed	Risk Rating			Additional controls	Residual Risk			
			L	C	R		L	C	R	
Group members exploring on their own and becoming lost	Group	Various				Ensure all group members know to stay together and understand the importance of it.				
- Falling into cold water - Becoming wet from cave features e.g. Waterfall	Group	Hypothermia				- Ensure all participants are correctly and appropriately dressed for the conditions of the cave, particularly wet caves. - When planning wet trips, additional kit to be carried where necessary such as thermos, clothes - Immediate access to a first aid kit by an instructor at all times				
Flooding – Flash flooding – Heavy, persistent rain	Instructor and Group	Drowning				- Check the weather forecast before the trip - Know how the cave re acts with rainfall.				
Jewellery/clothing becoming caught	Group	Strangulation				Tuck away long hair or dangling straps and remove or tape over any jewellery				
Co2 exposure	Instructor and Group	Hypoxia				- Avoid areas that are known to hold Co2, especially during low airflow events or during temperature events when the cave and outside temperature are equal. - If Co2 exposure symptoms are displayed: Headaches, flushed face, panting. Evacuate the area as soon as possible.				
Radon exposure	Instructor and Group	Various inc. Lung cancer				- With the current guidance and Radon Levels recorded in the Mendip’s , instructors should not exceed the accepted exposure of Radon during the year. Mendip will log all cave instructor hours while at work and ask to staff to record their personal caving trips. - Keep up to date with current guidance via BCA - All caving instructors to do the BCA Radon Test - Only use caves that are appropriate for the group to avoid radon dosing				
Low temperatures	All	Hypothermia				Instructor to carry a group shelter at all times—not needed in Sandford Levvy				

Area being assessed	Climb/Abseil		
Minimum Instructor Qualification	Mountain Training Rock Climbing Instructor (RCI)	PPE: ✓	FIRST AID: ✓
			RATIO: 1:10

Hazard	Who might be harmed?	How might they be harmed	Risk Rating			Additional controls	Residual Risk		
			L	C	R		L	C	R
•Rocks falling from above. •Person falling from above •Falling/slipping while climbing or bouldering	Instructors, group and other visitors	Various				• Tuck away long hair or dangling straps and remove or tape over any jewellery • Standard climbing calls are used to prevent misunderstandings • Climber must tell instructor before they climb and when they are ready to descend and wait for instructor to okay • Make sure climbers stay on route to avoid them pendulum swinging if they fall • When bouldering only climb to hip height of the spotter • Spotting of the climber must occur when starting the route • Clear any loose debris from the top when rigging • Groups are told not to throw rocks as there may be people below • Immediate access to a first aid kit by an instructor at all times. Mobile phone is required to be taken to the site of activity by the I/C Instructor • Anyone at the cliff edge, either setting up or waiting to abseil, must be clipped onto a rope to prevent falling.			
•Equipment dropping	Instructors, group and other visitors	Various				• Ensure all loose equipment e.g. mobile phones etc are secured in zip pockets or left on the floor			
•Incorrect belaying •Poor group management	Group	Various				• Instruction of safe belaying techniques • The responsibility of the belayer and back ups should be made very clear and failure to			
•Group clipping tracer loop	Group	Various				• When rigging, tracer loops are to be on the dead end whenever possible.			
• Anchor failure • Equipment failure	Instructors, group and other visitors	Various				• Karabiners and knots are to be checked each time anyone attaches to the climbing rope and belay device • When lowering, with beginners, the instructor or competent assistant should operate the belay device and control the rope or back up on the rope • Use of at least 2 anchors on rigging • Regular checking of all equipment • Checking all in situ and natural anchors when rigging ☒ Ensure group are well controlled and briefed about the risks of the site. If necessary utilising visiting staff members to			
Hair/jewellery stuck in the belay device -	Group	Strangulation				• Long hair or dangling straps are tucked away • Remove or tape over any jewellery			
• Getting stuck on a ledge • Poor route choice	Group	Various				• Appropriate choice of routes for the clients • Briefing to practice the lowering technique lower down the climbs before they get too high • Only use areas of crags that are suitable for the group			

Area being assessed	Climbing Tower												
Minimum Instructor Qualification	Mountain Training Rock Climbing Instructor (RCI) & In house training					PPE: ✓		FIRST AID: ✓		RATIO: 1:10			
Hazard	Who might be harmed?	How might they be harmed	Risk Rating L C R			Additional controls					Residual Risk L C R		
• Auto belays getting caught on person • Person falling from above • Falling/slipping while climbing	Instructors, group and other visitors	Various				• Ensure group are well controlled and briefed about the risks of the site • Tuck away long hair or dangling straps and remove or tape over any jewellery • Make sure climbers stay on route to avoid them pendulum swinging if they fall • Designated waiting area at the bottom of tower to be fenced off • Auto belay to be pulled to check brake resistance every use • Karabiners are to be checked each time anyone attaches to the auto belay • Weight limit of max 150kgs per auto belay (safe limit 130kgs)							
Objects dropping from height	Instructors, group and other visitors	Various				• Brief groups on potential of loose holds and to inform staff if found • Ensure all loose equipment e.g. mobile phones etc left on the floor • Designated waiting area at the bottom of tower to be fenced off							
• Equipment failure • Tower/Auto Belay failure	Group	Various				• Pre-use checking of harnesses and following company checking regimes • Tower and auto belays to be checked annually by a certified person • Tower to be transported with the auto belays removed • Only competent staff to set up tower • Tower to be visually checked upon arrival at venue and once set up • Auto belay to be checked after installation at venue - auto belay lifeline to be fully extended and visually checked • Ladder must be present with tower to enable rescues							
Extreme weather	Instructors, group and other visitors	Various				• Winds speeds to be monitored during use of tower and if wind exceeds 30mph the tower must be lowered. Anemometer to be readily available at tower location.							
Contact with overhead power lines	Instructors, group and other visitors	Electrocution				• Tower must be at least 15m away from overhead power lines							
Hair/jewellery stuck in the belay device	Group	Various including – Strangulation				• Long hair or dangling straps are tucked away • Remove or tape over any jewellery where possible • Helmets must not to be worn							
• Getting stuck on tower • Climber too light	Group	Various				• Appropriate choice of routes for the clients • Briefing & practice of lowering technique before climbing too high • Climbers under 30kgs must have a tag line attached prior to climbing • Ladder must be present with tower to enable rescues							

Area being assessed	Crate stack		
Minimum Instructor Qualification	Technical Advisor Assessed/ RCI	PPE: ✓	FIRST AID: ✓
			RATIO: 1:14

Hazard	Who might be harmed?	How might they be harmed	Risk Rating			Additional controls	Residual Risk		
			L	C	R		L	C	R
- Tripping, slipping on the crate stack base. - Getting fingers caught in the crate stack	Instructors, group and other visitors	Various				- Instructors should be in a position where they can see and protect all of the group and be able to stop anything that may be dangerous. - All equipment must be checked to ensure that it is suitable for the intended purpose, if it is unfit for use then remove from the system. - Instructors should check that all equipment is positioned safely, and that anything constructed by the group is safe, and that it is used in the manner for which it is intended. - Safety briefing to take place before the activity to ensure participants are aware of the specific risks of the activities i.e. Crates falling and fingers becoming trapped. - Anyone with long hair belaying must tie it up or tuck the hair away to prevent it getting caught. - Only group members in harnesses are allowed to leave the ground, the rest of the team must stay on the ground and not stand on crates to help the climbers. - All users must have a helmet on during the activity - Immediate access to a first aid kit by an instructor at all times			
Falling Trees/branches	Instructors, group and other visitors	Various				When wind speeds are forecast in excess of 40mph the Duty Manager will monitor the woodland and will make a decision on which areas may be used. If wind speeds rise to dangerous levels on the land then the DM may need to restrict activities from going ahead.			
Getting hair caught in the device when belaying	Group	Strangulation				Anyone with long hair belaying must tie it up or tuck the hair away to prevent it getting caught.			
Being hit by a falling crate	Instructors, group and other visitors	Various				- If the stack is looking likely to fall then the supervising instructor must be prepared to push the tower towards a safe falling area. - All users must have a helmet on during the activity			
- Tampering ropes/rigging - Rope failure - Equipment failure - Rigging failure	Group	Various				- Instructors to visually check the fixed rigging before the element is rigged up to the ropes - When returning to the crate stack after rigging, the rope work must be checked to ensure that nothing has been tampered with - Crates are visually checked for signs of fatigue. - When the stack is in use there must be two people belaying at all times. - Crate stack to be annually checked by a competent person then in-house checked internally every 6 months			

Area being assessed	Frisbee Golf		
Minimum Instructor Qualification	In house Assessed	PPE:	FIRST AID: ✓ RATIO: N/A

Hazard	Who might be harmed?	How might they be harmed	Risk Rating			Additional controls	Residual Risk		
			L	C	R		L	C	R
- Walking into obstacles - Slipping on vegetation and mud - Hitting the tee description post - Falling from a stile	Instructors, group and other visitors	Various				- Safety briefing prior to the start of the session/round where any hazards are highlighted - Briefing of current weather conditions, advising of conditions underfoot and type of footwear to be worn - Barbed wire, on the fences where there are stiles, are covered to prevent injury			
Being hit by a disc	Instructors, group and other visitors	Various				- Advising players not to try and catch the discs and must stand behind the thrower - Advising that the hole must be clear before throwing your disc			
Falling Trees/branches	Instructors, group and other visitors	Various				When wind speeds are forecast in excess of 40mph the Duty Manager will monitor the woodland and will make a decision on which areas may be used. If wind speeds rise to dangerous levels on the land then the DM may need to restrict activities from going ahead.			
Getting lost	Group	Various				Below 12 years must be accompanied by a responsible person (above 16 years). 12 - 16 years must be in a group of 4 or more. 16 years + self led, unaccompanied.			

Area being assessed	Frisbee Golf (Self Led)				
Minimum Instructor Qualification	N/A		PPE:	FIRST AID: ✓	RATIO: N/A

Hazard	Who might be harmed?	How might they be harmed	Risk Rating			Additional controls	Residual Risk		
			L	C	R		L	C	R
- Walking into obstacles - Slipping on vegetation and mud - Hitting the tee description post - Falling from a stile	Users	Various				- Safety briefing prior to the start of the session/round where any hazards are highlighted - Briefing of current weather conditions, advising of conditions underfoot and type of footwear to be worn - Barbed wire, on the fences where there are stiles, are covered to prevent injury			
Being hit by a disc	Users	Various				- Advising players not to try and catch the discs and must stand behind the thrower - Advising that the hole must be clear before throwing your disc			
Falling Trees/branches	Users	Various				When wind speeds are forecast in excess of 40mph the Duty Manager will monitor the woodland and will make a decision on which areas may be used. If wind speeds rise to dangerous levels on the land then the DM may need to restrict activities from going ahead.			
Getting lost	Users	Various				Below 12 years must be accompanied by a responsible person (above 16 years). 12 - 16 years must be in a group of 4 or more. 16 years + self led, unaccompanied.			

Area being assessed	Evening Activities				
Minimum Instructor Qualification	In house trained & assessed		PPE:	FIRST AID: ✓	RATIO: Bespoke

Hazard	Who might be harmed?	How might they be harmed	Risk Rating			Additional controls	Residual Risk		
			L	C	R		L	C	R
• Tripping over unseen obstacles due to darkness • Slipping on damp surfaces • Collisions with group members	Instructors, group and other visitors	Various				• Safety briefing to take place before each activity to ensure participants are aware of the specific risks of the activities • 'Spotting' of group by other group members or instructor must be in place when group members are off the ground • When playing games groups are reminded to be safe and aware of each other • Torches for all group members are required for any night time activities • Immediate access to a first aid kit by an instructor at all times			
Getting lost due to darkness	Instructors, group and other visitors	Various				• Torches are advised if the group members have them, for any night time activities • Strict boundaries are provided for night time games • 'Numbering off' of the group to ensure you have everyone • Safety briefing to include what to do if you get lost			
• Campfires • Being burnt by cooking marshmallows	Instructors, group and other visitors	Burns				• Water must be available to everyone in case of being burnt and to control the fire if needed • Strict safety rules given for behaviour around the fire • If having marshmallows, inform the group of how to roast them safely			

Area being assessed	Hill Walking			
Below 600M Instructor Qualification	In house trained—with local knowledge	PPE:	FIRST AID: ✓	RATIO: Bespoke
Below 600M but in “Wild Country” Instructor Qualification	Mountain Training UK Mountain Leader Summer Trained & in-house trained			RATIO: Bespoke
Above 600M Instructor Qualification	Mountain Training UK Mountain Leader Summer			RATIO: Bespoke

Hazard	Who might be harmed?	How might they be harmed	Risk Rating L C R			Additional controls	Residual Risk L C R		
• Tripping over rocks • Descending steep rocks	Instructors, group and other visitors	Various				• Instructor to provide health and safety briefing to prevent injuries where appropriate. • Immediate access to a first aid kit by an instructor at all times • Mobile phone is required to be taken to the site of activity by the I/C Instructor.			
Heavy rucksacks	Group	Back Injuries				• Backpacks of participants are checked to ensure groups aren't carrying too much extra kit to keep weigh them down.			
Road traffic collision	Group	Various				• All groups are briefed about crossing roads and walking on them, routes should be planned to avoid use of them wherever possible.			
Getting lost: • Poor group management • Poor navigation	Group	Various				• Ensure management is done effectively using all available staff • Ensure local knowledge for the area or that navigation skills are sufficient for the area			
River Crossings	Instructors, group and other visitors	Drowning				• At all times river crossings are to be avoided • Routes to be plotted to avoid all water obstacles • In adverse weather conditions with heavy rain careful consideration is needed to avoid being trapped by rising water			
Hot weather	Group	Dehydration				• During hot weather instructors will carry extra water for the group • Ensuring all participants have sufficient water bottles and they are full.			
Remote supervision • Groups walking independently of supervisors	Group	Various				• Before the walk ensure that the group have all the required emergency kit • Ensure the group know what to do if they get lost, see risk 'Getting lost' above • When planning the route the groups are given compulsory checkpoints that they must visit, the Mendip staff will all have check in sheets where teams arrival and departure times can be recorded and any notes made. These sheets are kept on the system and then can be called upon for future walks			

Area being assessed	DofE—Remote Supervision			
Below 600M Instructor Qualification	In house trained—with local knowledge		PPE:	FIRST AID: ✓ RATIO: 1:14
Below 600M but in “Wild Country” Instructor Qualification	Mountain Training UK Mountain Leader Summer Trained & in-house trained			RATIO: 1:14
Above 600M Instructor Qualification	Mountain Training UK Mountain Leader Summer			RATIO: 1:14

Hazard	Who might be harmed?	How might they be harmed	Risk Rating			Additional controls	Residual Risk		
			L	C	R		L	C	R
•Tripping over rocks •Descending steep rocks	Group	Various				• Instructor to provide health and safety briefing to prevent injuries where appropriate. • Group to be briefed on basic first aid and emergency procedures • Mobile phone is required to be with each group			
Heavy rucksacks	Group	Back Injuries				• Backpacks of participants are checked to ensure groups aren't carrying too much extra kit to keep weigh them down.			
Road traffic collision	Group	Various				• All groups are briefed about crossing roads and walking on them, routes should be planned to avoid use of them wherever possible. • Instructors to risk assess each road crossing and consider if it is needed to supervise crossings.			
Getting lost: •Poor group management •Poor navigation	Group	Various				• Participants are briefed with the Mendip Emergency procedure and walking groups are briefed what to do if they get separated • Group to be trained in navigation • Mendip staff to 'man' check points along the route			
River Crossings	Group	Drowning				• At all times river crossings are to be avoided • Routes to be plotted to avoid all water obstacles • In adverse weather conditions with heavy rain careful consideration is needed to avoid being trapped by rising water • Instructors to risk assess any crossings if needed during periods of heavy rain			
Hot weather	Group	Dehydration				• During hot weather instructors will carry extra water for the group • Ensuring all participants have sufficient water bottles and they are full. • Water is available at checkpoints if needed.			
Groups walking independently of supervisors	Group	Various				• Before the walk ensure that the group have all the required emergency kit • Ensure the group know what to do if they get lost, see risk 'Getting lost' above • When planning the route the groups are given compulsory checkpoints that they must visit, the Mendip staff will all have check in sheets where teams arrival and departure times can be recorded and any notes made. These sheets are kept on the system and then can be called upon for future walks			

Area being assessed	Low Ropes			
Minimum Instructor Qualification	In house trained & assessed	PPE:	FIRST AID: ✓	RATIO: 1:12

Hazard	Who might be harmed?	How might they be harmed	Risk Rating			Additional controls	Residual Risk		
			L	C	R		L	C	R
- Slipping on damp surfaces - Collisions with group members - Falling from height - Hard contact with objects	Instructors, group and other visitors	Various				- Instructors should be in a position where they can see and protect all of the group and be able to stop anything that may be dangerous. For low risk activities the group can be divided into smaller teams. - All equipment must be checked to ensure that it is suitable for the intended purpose, if it is unfit for use then remove from the system. - Instructors should check that all equipment is positioned safely, and that anything constructed by the group is safe, and that it is used in the manner for which it is intended. 'Spotting' of group by other group members or instructor must be in place when group members are off the ground. - Safety briefing to take place before each activity to ensure participants are aware of the specific risks of the activities. - Immediate access to a first aid kit by an instructor at all times - All structures / ropes / anchors must be checked for damage by instructor before being used. - Groups to wear helmets			
- Trees - Parts of the structure falling down	Instructors, group and other visitors	Various				- All structures / ropes / anchors must be checked for damage by instructor before being used. - Groups to wear helmets - When wind speeds are forecast in excess of 40mph the Duty Manager will monitor the woodland and will make a decision on which areas may be used. If wind speeds rise to dangerous levels on the land then the DM may need to restrict activities from going ahead.			

Area being assessed	Orienteering			
Minimum Instructor Qualification	In house trained & assessed		PPE:	FIRST AID: ✓
Age	Situation	Instructor	One Assist	Two Assist
Child	Indoor and Outdoor	1:12		
Child	Instructor Led Orienteering Star Course (ILOSC)	1:12	1:24	1:36
Adult	Indoor and Outdoor	1:12		

Hazard	Who might be harmed?	How might they be harmed	Risk Rating			Additional controls	Residual Risk		
			L	C	R		L	C	R
• Unsuitable course setting • Becoming injured due to vegetation • Falling from a stile	Instructors, group and other visitors	Various				• Safety briefing before the task/session starts so any hazards can be highlighted e.g. using stiles/ gates to cross a fence. • Barbed wire, on the fences where there are stiles, are covered to prevent injury • Immediate access to a first aid kit by an instructor at all times • Mobile phone is required to be taken to the site of activity by the I/C Instructor.			
Animals/livestock	Instructors, group and other visitors	Various				• Ensure any livestock are removed from the areas to be used if possible.			
Falling trees/branches	Instructors, group and other visitors	Various				• When wind speeds are forecast in excess of 40mph the Duty Manager will monitor the woodland and will make a decision on which areas may be used. If wind speeds rise to dangerous levels on the land then the DM may need to restrict activities from going ahead. The Instructor will also carry out a risk assessment throughout the session.			
Getting lost due to: • Task set being too hard • No clear boundaries • Permanent course markers removed	Instructors, group and other visitors	Various				• Safety briefing before the task/session starts to set out rules, boundaries, lost procedure (if client becomes lost return to the start)			

Area being assessed	Orienteering (Self Led)				
Minimum Instructor Qualification	N/A		PPE:	FIRST AID: ✓	RATIO: N/A

Hazard	Who might be harmed?	How might they be harmed	Risk Rating			Additional controls	Residual Risk		
			L	C	R		L	C	R
• Unsuitable course setting • Becoming injured due to vegetation • Falling from a stile	Users	Various				• Safety briefing before the task/session starts so any hazards can be highlighted e.g. using stiles/ gates to cross a fence. • Barbed wire, on the fences where there are stiles, are covered to prevent injury • Immediate access to a first aid kit by an instructor at all times • Mobile phone is required to be taken to the site of activity by the I/C Instructor.			
Animals/livestock	Users	Various				• Ensure any livestock are removed from the areas to be used if possible.			
Falling trees/branches	Users	Various				• When wind speeds are forecast in excess of 40mph the Duty Manager will monitor the woodland and will make a decision on which areas may be used. If wind speeds rise to dangerous levels on the land then the DM may need to restrict activities from going ahead. The Instructor will also carry out a risk assessment throughout the session.			
Getting lost due to: • Task set being too hard • No clear boundaries • Permanent course markers removed	Users	Various				• Safety briefing before the task/session starts to set out rules, boundaries, lost procedure (if client becomes lost return to the start)			

Area being assessed	Paddlesports (Canoe/ Kayak/ SUP)								
Minimum Instructor Qualification Sheltered Water	BCAC Paddlesport Instructor with craft competence and Site Specific training and assessment					PPE: ✓	FIRST AID: ✓	RATIO: 1:10	
Minimum Instructor Qualification Moderate Water plus	BCAB Coaching or Leadership award in appropriate craft and environment.							RATIO: 1:6	
Hazard	Who might be harmed?	How might they be harmed	Risk Rating L C R			Additional controls			Residual Risk
- Slipping on jetty - Poor lifting techniques - Other water users - Jumping / falling in shallow water	Instructor, group and other people	Various				- Prior safety briefing about the hazards of the launch area and lifting techniques, once told about techniques clients can assist the instructor with loading and unloading boats - Immediate access to a first aid kit by an instructor at all times - Mobile phone is required to be taken to the site of activity by the I/C Instructor - Instructor to ensure depth of water is deep enough for the activity - Water levels and river section to be considered in relation to ability of group - Participants to kneel on SUPS when close to solid objects - Ensure appropriate buoyancy is present in all craft before using. Pay particular attention to hatch covers and large kayaks.			
Jewellery/clothing becoming caught	Instructor and Group	Various				Long hair or dangling straps are tucked away and remove or tape over any jewellery			
- Equipment failure - Cold water shock - Clients not being able to swim - Becoming knocked unconscious - Becoming entrapped in the craft - Becoming entangled in a tree - Becoming pinned by rocks - Leashes becoming caught - Bridge stanchions - Underwater hazards—rocks, concrete	Instructor and group	Drowning				- All participants to wear buoyancy aids and helmets when on/near the water. During advanced coaching sessions with appropriate coaches and skills tuition dependant helmets are not required to be worn at all times but must be taken on the water. When on the harbour helmets are not needed. - Participants informed about the cold water - All equipment is checked when being handed out. - All instructors ensure that they know where all participants are at all times (if several people are in the water, the first thing to do is count everyone, to ensure nobody is trapped underwater. - Instructor to give a safety brief about the activity and craft so all participants are informed of what to do during the event of a capsize. - Instructor to brief the group of the hazards, how to deal with them and appropriate signals for the trip. - Leader to use appropriate leadership skills and judgement when navigating a hazard. - Water level to be considered in relation to ability of group and whether the section is suitable. - Ankle leashes only to be used in very sheltered and sheltered water, anything above this then quick release leashes need to be used, unless on white water where no leash should be used.			
Water quality	All water users	Illness				- If water monitoring is available use to check quality level - Extra precautions taken if water quality is 'poor' - Hand washing, covering cuts, avoiding head immersion, adapt activities to suit the water quality			
High Water levels	All water users	Entrapment Drowning				- Levels to be checked are appropriate for the group and activity - Instructor to ensure that they are aware of common issues caused by high water - Appropriately qualified coach/instructor			

Area being assessed	Raft Building				
Minimum Instructor Qualification	In house assessed		PPE: ✓	FIRST AID: ✓	RATIO: 1:10

Hazard	Who might be harmed?	How might they be harmed	Risk Rating			Additional controls	Residual Risk		
			L	C	R		L	C	R
- Trapping body parts - Slipping on jetty - Jumping/falling in shallow water	Instructor, group and other visitors	Various				- Watches, bracelets, rings and dangly earrings should be removed if possible, if not taped over, to prevent them getting caught on obstacles. - All groups are briefed before getting on the raft about the hazards of the raft - Prior safety briefing about the hazards of the launch area and lifting techniques - Immediate access to a first aid kit by an instructor at all times - Mobile phone is required to be taken to the site of activity by the I/C Instructor. - Instructor to ensure water is deep enough for the activity.			
Poor lifting techniques	Instructor and Group	Various				Prior safety briefing about the hazards of the launch area and lifting techniques			
Jewellery/clothing becoming caught	Instructor and Group	Various				Watches, bracelets, rings and dangly earrings should be removed if possible, if not taped over, to prevent them getting caught on obstacles.			
- Equipment failure - Clients not being able to swim - Becoming knocked unconscious - Slipping on Jetty - Becoming entrapped - Raft flipping - Jumping/falling in shallow water	Instructor, group and other visitors	Drowning				- All participants to wear buoyancy aids and helmets when on/near the water. - Participants informed about the cold water risk - All equipment is checked on a frequent basis and also visually when being handed out. - Instructors are at in house trained and will have the appropriate safety equipment. - All instructors ensure that they know where all participants are at all times; if several people are in the water, the first thing to do is count everyone, to ensure nobody is trapped underwater. - If the venue is wider or bigger than a throw line then a rescue craft is needed on site and ready to use if necessary - Counting all participants on and off the water. - Checking raft prior to launching - Throw line and a knife must be to hand while the raft is on the water - Instructor to ensure water is deep enough for the activity - Instructor to brief the group on how to sit on the raft to avoid becoming trapped.			
Cold water shock	Instructor and Group	Drowning				- All participants to wear buoyancy aids and helmets when on/near the water. - Participants informed about the cold water risk			
Water quality	All water users	Illness				- If water monitoring is available use to check quality level - Extra precautions taken if water quality is 'poor' - Hand washing, covering cuts, avoiding head immersion, adapt activities to suit the water quality			

Area being assessed	Snowsports				
Minimum Instructor Qualification	Snowsport England Foundation Coach (Level 1)		PPE: ✓	FIRST AID: ✓	RATIO: 1:10

Hazard	Who might be harmed?	How might they be harmed	Risk Rating			Additional controls	Residual Risk		
			L	C	R		L	C	R
- Catching fingers/thumbs in the matting - Fatigue - Ill fitting equipment - Collisions with other slope users	Instructor, group and other visitors	Various				- Safety briefing is given at the beginning of each lesson to introduce or recap the safety points and procedures. - All slopes and lifts are safety checked before use each day and visual checks done by instructors during the day, any hazards to be cleared from the slope, repaired or cordoned off. - Ensure any users are wearing helmets, gloves, long sleeves and long trousers - Ensure netting and padding on trees/posts are in position. - Limit number of slope users at any one time to a maximum of 75 people, this includes lessons as well. Max of 6 Instructors on the slope at a time. - Ensure clients on instruction are taught how to fall correctly - Instructor to monitor the group of fatigue and to take appropriate action if needed - Snowboarding specific: - Correct PPE for users i.e. elbow pads and wrist guards to be worn whilst under instruction - One foot strapped in whilst riding the lift. - All people on the slope must wear a helmet - Immediate access to a first aid provision via the main office			
Strenuous activities without warming up	Group	Various				Warm up before starting activity			
Hit/dragged by the poma lift	Instructor, group and other visitors	Various				- Explain and demonstrate lift use - Inform all students of how to shut off lift			
Ski Poles	Instructor, group and other visitors	Various				- All ski poles to be checked weekly and when handed to customers - Ski poles must have tips covered by a bung - Ski poles only to be used lessons when appropriate			

Area being assessed	Snowsports (Unsupervised)												
Minimum Instructor Qualification	N/A						PPE: ✓	FIRST AID: ✓	RATIO: N/A				
Hazard	Who might be harmed?	How might they be harmed	Risk Rating L C R			Additional controls					Residual Risk L C R		
- Catching fingers/thumbs in the matting - Fatigue - Ill fitting equipment - Collisions with other slope users	Instructor, group and other visitors	Various				- Safety briefing is given at the beginning of each lesson to introduce or recap the safety points and procedures. - All slopes and lifts are safety checked before use each day and visual checks done by instructors during the day, any hazards to be cleared from the slope, repaired or cordoned off. - Ensure any users are wearing helmets, gloves, long sleeves and long trousers - Ensure netting and padding on trees/posts are in position. - Limit number of slope users at any one time to a maximum of 75 people, this includes lessons as well. Max of 6 Instructors on the slope at a time. - Recreational users must be able to control their speed, link turns, stop and use a button drag-lift - All users are to sign a Rec user disclaimer agreeing to our slope rules and stating their ability is above is Rec Standard and will abide by the FIS code*. - No teaching is allowed on the slope unless done by our own qualified staff. - Mendip Staff will monitor to ensure users are following the Slope rules and if they aren't adhered to users will be asked to leave the slope. - If customers are using their own skis the bindings must be releasable. - Snowboarding specific - one foot strapped in whilst riding the lift. - First Aiders and first aid kit on site at the main reception							
Hit/dragged by the poma lift	Instructor, group and other visitors	Various				- Explain and demonstrate lift use - Inform all students of how to shut off lift							
Ski Poles	Instructor, group and other visitors	Various				- All ski poles to be checked weekly and when handed to customers - Ski poles must have tips covered by a bung							

FIS Code: These are in operation throughout the world to promote safe skiing.

- You are responsible for your own safety and that of other skiers and snow boarders. Be aware of people around you and take necessary action to avoid skiing dangerously or causing a hazard to yourself or others.
- Control your direction and speed of travel, taking account of the terrain, snow, weather and traffic conditions.
- Select an appropriate path. If you are skiing behind someone it's your responsibility to ski around him or her without causing any danger to him or her.
- You can over-take from either left or right but you must leave enough distance between yourself and other skiers to allow them to manoeuvre properly.
- Before starting off or pulling out you must look up and down the slope and choose an appropriate moment to execute your manoeuvre, so as not to endanger yourself or other skiers.
- Avoid stopping at blind corners or narrow or enclosed places unless you have to i.e. you're injured. In the case of an injury you must vacate the spot as soon as practicable, to avoid further danger (to yourself or others). You should always stop at the side of the Piste.
- You must always use the side of the Piste to walk up or down, whether with or without skis on.
- Pay attention to and follow the signs, markings and notices on the Piste.
- You are obliged by law to offer help and assistance in the event of any accident.

Area being assessed	Tobogganing		
Minimum Instructor Qualification	N/A	PPE:	FIRST AID: ✓ RATIO: N/A

Hazard	Who might be harmed?	How might they be harmed	Risk Rating			Additional controls	Residual Risk		
			L	C	R		L	C	R
• Catching fingers / thumbs in the matting • Fatigue • Collisions with other slope users • Feet being used to stop the toboggan	Group and other visitors	Various				• Verbal, engaging safety briefing from our team to both children and accompanying adults explaining and demonstrating safety rules • Mendip Staff will spot check to ensure users are following the Slope rules and if they aren't adhering to them, users will be asked to do so, or leave the slope • Users must go down the slope on their own • Age limit is 4 to 12 years old if a mixed session. Adults may only take part if they have an exclusive group booking. • All users must sit facing forwards on the seat area of the toboggan with the handle between their legs • Feet must be kept outstretched and not used to stop • Users must wear long sleeved tops, long trousers and gloves. Shoes or trainers to be worn, NOT OPEN TOED FOOT WEAR • The maximum amount of toboggans on the slope is 25. • This is not a supervised activity, therefore parents need to supervise their own children • Explain they MUST go down feet first, keep their hands on the handles and walk back up the SIDES of slope • Note see toboggan disclaimer for full list of rules • First Aiders and first aid kit on site at the main reception			
Special Holiday Sessions: • Sparklers • Roasting marshmallows	Groups	Burns				• Instruction to be provided, including health and safety briefing • Gloves to be worn when using sparklers. • On going monitoring • Water must always be available when a fire is lit			

Area being assessed	Team Building				
Minimum Instructor Qualification	In house assessed		PPE: ✓*	FIRST AID: ✓	RATIO: 1:12

Hazard	Who might be harmed?	How might they be harmed	Risk Rating			Additional controls	Residual Risk		
			L	C	R		L	C	R
• Tripping over unseen obstacles due to darkness • Slipping on damp surfaces • Collisions with group members • Falling from height • Hard contact with objects • Parts of the structure falling down	Instructor, group and other visitors	Various				• Instructors should be in a position where they can see and protect all of the group and be able to stop anything that may be dangerous. For low risk activities the group can be divided into smaller teams. • All equipment must be checked to ensure that it is suitable for the intended purpose, if it is unfit for use then remove from the system. • Instructors should check that all equipment is positioned safely, and that anything constructed by the group is safe, and that it is used in the manner for which it is intended. • Equipment should be positioned away from any public rights of way. • 'Spotting' of group by other group members or instructor must be in place when group members are off the ground. • Safety briefing to take place before each activity to ensure participants are aware of the specific risks of the activities. • Immediate access to a first aid kit by an instructor at all times. • Instructors should check that all equipment is positioned safely, and that anything constructed by the group is safe, and that it is used in the manner for which it is intended. • All structures / ropes / anchors must be checked by instructor before being used • When packing equipment, poles should be checked for soundness and all other equipment must also be checked • Safe handling techniques advised			



Venue Risk Assessments



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PHAROS
RESPONSE





Mendip Activity Centre



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Area being assessed	Mendip Activity Centre—General		
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Hazard	Who might be harmed?	How might they be harmed	Risk Rating			Additional controls	Residual Risk		
			L	C	R		L	C	R
Slips and trips caused by: - Wet floors - Uneven Floors/Steps	All Centre users	Various				- Appropriate signage displayed where necessary - When cleaning, appropriate cleaning methods/products used to minimise slipping risk - Customers warned of difficulties of walking in ski boots and advised to use the handrails.			
Fire caused by Electrical faults, gas leak, chemicals etc	All Centre users	Burns etc				- See separate Fire Safety Report. - All staff to be trained in fire safety and familiar with the Evacuation Procedure.			
Vehicles	All Centre users	Various				- Max speed limit of 5 mph on site - Vehicles kept to a minimum around the centre entrance and walkways with the pedestrian crossing to be kept clear at all times			
Other Users	All Centre users	Various				Staff to inform Duty Manager of suspicious activity			
Members of public accessing staff areas leading to potentially dangerous items such as cooking equipment, cleaning supplies, and activity kit	All Centre users	Various				- All doors leading to staff areas to be kept closed or locked at all times when unattended. 'Staff Only' signs situated on appropriate doors.			
Power cuts	All Centre users	Various				- Emergency lighting and glow in the dark signs throughout the building. - Staff to assist customers with evacuation where necessary			
Extreme weather conditions	All Centre users	Various				- If extreme weather is forecast the Duty Manager will monitor the weather and make all staff aware of any issues - When wind speeds are forecast in excess of 40mph the Duty Manager will monitor the woodland and will make a decision on which areas may be used. If wind speeds rise to dangerous levels on the land then the DM may need to restrict activities from going ahead - When on session the instructor will need to monitor the weather and if needs be stop the session to ensure the safety of their group.			
Injury caused by maintenance team carrying out essential repairs	All Centre users	Various				Maintenance team to ensure they keep their tools tidy once the job is finished and during the works the work area is cordoned off to ensure no one can access the area.			

Area being assessed	Mendip Activity Centre—Woodland		
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Hazard	Who might be harmed?	How might they be harmed	Risk Rating			Additional controls	Residual Risk		
			L	C	R		L	C	R
Slips and trips caused by: - Mud, - Roots - Uneven ground etc.	All Centre users	Various				- Customers are warned of the current conditions underfoot when booking in for activities or by the instructor on the session - Signs displayed to remind users of specific risks			
Fire caused by poor management of fires on activity sessions	All Centre users	Burns etc.				- Instructors to deal with fires at the end of session in an appropriate way - When the Forest School site has been hired out then a member of staff will check the area before and when the hire is over to ensure the fire has been left in a suitable way.			
Vehicles	All Centre users	Various				- Max speed limit of 5 mph on site - Vehicles driven on the land must take extra care when driving on uneven ground and crossing paths / bridleways			
Other Users	All Centre users	Various				Staff to inform Duty Manager of suspicious activity			
Extreme weather conditions	All Centre users	Various				- If extreme weather is forecast the Duty Manager will monitor the weather and make all staff aware of any issues - When wind speeds are forecast in excess of 40mph the Duty Manager will monitor the woodland and will make a decision on which areas may be used. If wind speeds rise to dangerous levels on the land then the DM may need to restrict activities from going ahead - When on session the instructor will need to monitor the weather and if needs be stop the session to ensure the safety of their group.			

Area being assessed	Mendip Activity Centre—Hewish Activity site								
Hazard	Who might be harmed?	How might they be harmed	Risk Rating L C R			Additional controls	Residual Risk L C R		
Uneven farming land with access to a river and activity equipment	Users	Various				- Safety briefing given to all users when they arrive at the site to highlight specific risks and boundaries - Clients briefed not to use any equipment on site without instruction from Mendip Staff - Appropriate footwear to be worn at all times			
Stepping on lost arrows	Users	Impalement				- Archery ranges should not be used for other activities - Lost arrows reported and searched for after every session			
Trespassers	Users	Various				- Staff aware that there are public footpaths running through the land and to watch for users straying from the paths - Signs in place clearly marking the land as private			
Falling in river	Users	Drowning				- Briefing to all group members on arrival to the site regarding the water edge and not approaching it - All users of the water, landing area and waters edge must be wearing appropriate PPE - Number of people on the jetty / slipway to be limited to avoid accidents and falls - If paddling under the M5 bridge the group must be briefed to stay away from the fence/pipe as the walkway is undercut - Groups never allowed under the raft building bridge			
Electricity/ Machinery	Users	Various				- Electric fences which control the cattle to be turned off before clients access the area - Water pump to only be used by Mendip staff			
Farm animals	Users	Various				Cattle to be removed from fields when clients present to avoid any accidents			
No Drinking water	Users	Various				- Water in the toilet block is not drinking water and signage is clearly in place to show this. Staff to inform all groups of this on arrival - Water taken on session and made available, especially in hot weather.			
Opening of Sluice gates	Users	Various				- The water board have access to a system telling them when we are using the water, so the diary must be correct to prevent opening of the sluice when we have groups on the water. - Staff are trained to know the signs of the sluice being opened and also where you can get off if they do open the sluice without letting us know - Instructors must have a mobile phone with them so the office can get hold of them if needed			
Water quality	All water users	Illness				- If water monitoring is available use to check quality level - Extra precautions taken if water quality is ‘poor’ – Hand washing, covering cuts, avoiding head immersion, adapt activities to suit the water quality			

Area being assessed	Mendip Activity Centre—Basecamps								
Hazard	Who might be harmed?	How might they be harmed	Risk Rating L C R			Additional controls	Residual Risk L C R		
- tripping over stiles, guy lines, uneven ground - stepping on pegs	All users	Various				- Information pack and briefing given to leaders providing details of the camp - Group are given a briefing at start of residential to cover all the safety points and information for the camp - Group given boundaries to play in, normally not to leave the campsite field and stay within sight of the marquee - No children allowed unattended in play areas or the kitchen areas - The Camp first aid kit is available for use and all staff will be briefed on its location - Wherever possible pegs are capped with a safety cover and groups briefed not to walk between tents to prevent injury			
Catering area sharp knives in catering area	All users	Various				Safety briefing must include advising of the serving areas being a danger			
Getting lost around the campsite or toilets	All users	Various				- Ensuring group familiarisation at the start of the residential - Lighting during night time hours			
Fire caused by: - Smoking inside tents - Electrical/Gas Fault - Camp fires/dry grass	All users	Various				- Group are briefed about the fire procedure at the start of the camp - No smoking in and around the area of the Canvas Villages - All smokers to use the campfire area - All staff are given a welcome briefing with all the relevant information regarding shut offs for equipment - All equipment to be inspected annually with regular visual inspections - Water buckets/source to be available around fires			
Ticks	All users	Lymes Disease				- Brief groups on Ticks and how to get them removed - Advise groups to wear trousers and to check regularly for ticks - Inform the group of the symptoms and when to seek further medical assistance - Should a tick be found then a tick card should be given to them for their parents to see			
Gas leaks: Catering equipment/showers	All users	Various				Gas shut off valves are shown to camp leaders and staff so if a leak is suspected then it can be switched off			
Extreme Weather	All users	Various				During the welcome brief the relevant procedure will be explained and more information can be found in the group information pack.			

Area being assessed	Mendip Activity Centre—Mendip Lodge		
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Hazard	Who might be harmed?	How might they be harmed	Risk Rating			Additional controls	Residual Risk		
			L	C	R		L	C	R
- Uneven steps/floor - Wet floors - Stairs	All users	Various				- Group to be informed of the hazards - Appropriate signage used where necessary - When cleaning, appropriate cleaning methods/products used to minimise slipping risk - Groups asked not to play on bunks or climb on walls - Mendip will provide a briefing to the Group Leader informing them of all the specific information required			
Fire caused by: - Electrical faults - Accidental fires - Gas Leak - Log burner etc	All users	Burns etc.				- See separate Fire Safety Report - All staff to be informed of the Evacuation Procedure - Centre is fitted with fire alarm and warning system - Mendip will provide a briefing to the Group Leader informing them of all the specific information required			
Injury caused by vehicles	All users	Various				Group to be informed of the hazards and boundaries set avoiding roads and car park			
Members of public accessing staff areas leading to potentially dangerous items such as cooking equipment, cleaning supplies, and activity kit	All Centre users	Various				- All doors leading to staff areas to be kept closed or locked at all times when unattended. 'Staff Only' signs situated on appropriate doors.			
Power cuts	All users	Various				- Emergency lighting and glow in the dark signs throughout the building - All staff to be informed of the Evacuation Procedure - Mendip will provide a briefing to the Group Leader informing them of all the specific information required			
Falling from bunk beds	All users	Various				- Groups briefed of the dangers - Group leaders to allocate beds			

Area being assessed	Mendip Activity Centre—YHA Cheddar								
Hazard	Who might be harmed?	How might they be harmed	Risk Rating L C R			Additional controls	Residual Risk L C R		
• Uneven steps/floor • Wet floors • Stairs	All users	Various				• Group to be informed of the hazards • Appropriate signage used where necessary • When cleaning, appropriate cleaning methods/products used to minimise slipping risk • Groups asked not to play on bunks or climb on walls • Mendip will provide a briefing to the Group Leader informing them of all the specific information required			
Fire caused by: • Electrical faults • Accidental fires • Gas Leak • Log burner etc	All users	Burns etc.				• See separate Fire Safety Report • All staff to be informed of the Evacuation Procedure • Centre is fitted with fire alarm and warning system • Mendip will provide a briefing to the Group Leader informing them of all the specific information required			
Injury caused by vehicles	All users	Various				• Group to be informed of the hazards and boundaries set avoiding roads and car park			
Members of public accessing staff areas leading to potentially dangerous items such as cooking equipment, cleaning supplies, and activity kit	All Centre users	Various				• All doors leading to staff areas to be kept closed or locked at all times when unattended. • ‘Staff Only’ signs situated on appropriate doors. • Children briefed on self catering area dangers and any dangerous items to be			
Power cuts	All users	Various				• Emergency lighting and glow in the dark signs throughout the building • All staff to be informed of the Evacuation Procedure • Mendip will provide a briefing to the Group Leader informing them of all the specific information required			
Falling from bunk beds	All users	Various				• Groups briefed of the dangers • Group leaders to allocate beds			
Injury from old, loose windows	All centre users	Cuts, scraps, crushing				• Groups briefed not to use the windows and to ask a member of staff if required			



Caving Venues



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Area being assessed	Caving—Goatchurch		
Annual Radon level – 240 Bqm3, Estimated session exposure – 360 Bqm3 – Justification of use – Ideal beginner cave with many different challenges and options for all.			

Hazard	Who might be harmed?	How might they be harmed	Risk Rating			Additional controls	Residual Risk		
			L	C	R		L	C	R
Falling Down: Badgers Hole, Giants Stairs, Jacob's Ladder Tradesman's Entrance, Coal Chute	Group Members	Various				- Instructor/assistant should spot wherever needed and use a rope to assist if required - Instructor must use either a belay line or assisted hand line when using the Coal Chute			
Becoming stuck in: 'Hole in the Floor' - Hellish Tight - Superman Squeeze	Group Members	Various				- Group members are briefed on how to attempt the squeeze and what to do if unsuccessful - If the instructor believes a group member won't be able to do the squeeze then advise them against it and provide an alternative route			
Approach to the cave: - Steps - Crossing the road	Group Members	Various				- Briefing to all group members of the hazards on the walk to the cave - Groups only to cross the road when necessary and must be with an instructor following the road crossing procedure			
Other groups	Group Members	Various				Safety briefing for group members highlighting issues; to be reinforced if required			
- Glass/ other debris in the cave - Falling rocks	Group Members	Various				- Safety briefing given to all users when they arrive at the site to highlight specific risks and boundaries - Group members to wear appropriate PPE at all times in the cave and around entrances - Groups told not to throw rocks, especially while around drops or entrances			
Disturbance of bats	Group Members	Various				Briefing given to not disturb bats and why its an issue. Should include not touching and shining lights onto them.			

Area being assessed	Caving—Pierre's Pot		
Annual Radon level – 240 Bqm3, Estimated session exposure – 360 Bqm3* * Estimated value based on surrounding caves due to no sampling in the cave available at time of writing.			
Justification of use – Ideal alternative beginner cave in Burrington combe, good progression trip			

Hazard	Who might be harmed?	How might they be harmed	Risk Rating			Additional controls	Residual Risk		
			L	C	R		L	C	R
Falling Down: Entrance climb	Group Members	Various				Instructor/assistant should spot wherever needed and use a rope to assist if required			
Becoming stuck in: Lower series	Group Members	Various				- Group members are briefed on how to attempt the squeeze & what to do if unsuccessful - If the instructor believes a group member wont be able to do the squeeze then advise them against it and provide an alternative route			
Approach to the cave: Crossing the road	Group Members	Various				- Briefing to all group members of the hazards on the walk to the cave - Groups only to cross the road when necessary and must be with an instructor following the road crossing procedure			
Other groups	Group Members	Various				Safety briefing for group members highlighting issues; to be reinforced if required			
- Glass/ other debris in the cave - Falling rocks	Group Members	Various				- Safety briefing given to all users when they arrive at the site to highlight specific risks and boundaries - Group members to wear appropriate PPE at all times in the cave and around entrances - Groups told not to throw rocks, especially while around drops or entrances			
Disturbance of bats	Group Members	Various				Briefing given to not disturb bats and why its an issue. Should include not touching and shining lights onto them.			

Area being assessed	Caving—Rod's Pot		
Annual Radon level - 1403 Bqm3, Estimated session exposure - 2104.5 Bqm3			
Justification of use - Ideal alternative beginner cave in Burrington combe, good progression trip			

Hazard	Who might be harmed?	How might they be harmed	Risk Rating			Additional controls	Residual Risk		
			L	C	R		L	C	R
Falling Down: - The entrance step over - The "pots" - The Bear pit	Group Members	Various				- Instructor/assistant should spot wherever needed and use a rope to assist if required - Instructor must use a traverse line when going over the 'Pots' - An assisted hand line must be used when attempting the Bear Pit			
Approach to the cave:	Group Members	Various				Briefing to all group members of the hazards on the walk to the cave			
Other groups	Group Members	Various				Safety briefing for group members highlighting issues; to be reinforced if required			
- Glass/ other debris in the cave - Falling rocks	Group Members	Various				- Safety briefing given to all users when they arrive at the site to highlight specific risks and boundaries - Group members to wear appropriate PPE at all times in the cave and around entrances - Groups told not to throw rocks, especially while around drops or entrances			
Disturbance of bats	Group Members	Various				Briefing given to not disturb bats and why its an issue. Should include not touching and shining lights onto them.			

Area being assessed	Caving—Sandford Levvy		
Annual Radon level – 1316 Bqm3, Estimated session exposure – 1316 Bqm3			
Justification of use – Ideal taster cave onsite.			

Hazard	Who might be harmed?	How might they be harmed	Risk Rating			Additional controls	Residual Risk		
			L	C	R		L	C	R
Falling Down: Test holes/shaft	Group Members	Various				- Group to be given briefing at the beginning warning of the shafts - None of the shafts to be used			
Damaging formations and bats	Group Members	Various				Group to be given briefing regarding conservation issues and not to cross the conservation tape			
Approach to the cave: Crossing the road	Group Members	Various				- Briefing to all group members of the hazards on the walk to the cave - Groups only to cross the road when necessary and must be with an instructor following the road crossing procedure			
- Glass/ other debris in the cave - Falling rocks	All	Various				- Safety briefing given to all users when they arrive at the site to highlight specific risks and boundaries - Group members to wear appropriate PPE at all times in the cave and around entrances - Groups told not to throw rocks, especially while around drops or entrances			
Disturbance of bats	Group Members	Various				Briefing given to not disturb bats and why its an issue. Should include not touching and shining lights onto them.			
Loose Rocks	All	Various				The levvy will be checked yearly by Technical Advisor			
Radon Exposure	All	Various				- The levvy to be tested yearly and logged - Mendip are currently (2022) monitoring radon levels in Sandford Levvy and will update risk assessments as and when more information is gathered. - All caving instructors to do the BCA Radon Test			

Area being assessed	Caving—Sidcot Swallet		
Annual Radon level – 240 Bqm3, Estimated session exposure – 360 Bqm3 * Estimated value based on surrounding caves due to no sampling in the cave available at time of writing.			
Justification of use – Ideal alternative beginner cave in Burrington combe, good progression trip			

Hazard	Who might be harmed?	How might they be harmed	Risk Rating			Additional controls	Residual Risk		
			L	C	R		L	C	R
Falling Down: - The entrance climb - Lobster pot	Group Members	Various				- Instructor/assistant should spot wherever needed and use a rope to assist if required - Instructor must use a hand line on the Lobster Pot			
Becoming stuck in: Lobster pot	Group Members	Various				If needed then an assisted hand line can be used to assist the climber out of the lobster Pot			
Approach to the cave: - Steps - Crossing the road	Group Members	Various				- Briefing to all group members of the hazards on the walk to the cave - Groups only to cross the road when necessary and must be with an instructor following the road crossing procedure			
- Glass/ other debris in the cave - Falling rocks	All	Various				- Safety briefing given to all users when they arrive at the site to highlight specific risks and boundaries - Group members to wear appropriate PPE at all times in the cave and around entrances - Groups told not to throw rocks, especially while around drops or entrances			
Disturbance of bats	Group Members	Various				Briefing given to not disturb bats and why its an issue. Should include not touching and shining lights onto them.			
Cold water	Group Members	Hyperthermia				The ducks are not to be attempted			

Area being assessed	Caving—Lionels Hole		
Annual Radon level – 240 Bqm3, Estimated session exposure – 360 Bqm3 * Estimated value based on surrounding caves due to no sampling in the cave available at time of writing.			
Justification of use – Ideal alternative beginner cave in Burrington combe, good progression trip			

Hazard	Who might be harmed?	How might they be harmed	Risk Rating			Additional controls	Residual Risk		
			L	C	R		L	C	R
Falling Down: The entrance climb	Group Members	Various				Instructor/assistant should spot wherever needed and use a rope to assist if required			
Becoming lost	Group Members	Various				Only go to the tent and no further			
Approach to the cave: Crossing the road	Group Members	Various				- Briefing to all group members of the hazards on the walk to the cave - Groups only to cross the road when necessary and must be with an instructor following the road crossing procedure			
- Glass/ other debris in the cave - Falling rocks	All	Various				- Safety briefing given to all users when they arrive at the site to highlight specific risks and boundaries - Group members to wear appropriate PPE at all times in the cave and around entrances - Groups told not to throw rocks, especially while around drops or entrances - Groups not to go past the 'Tent'			
Disturbance of bats	Group Members	Various				Briefing given to not disturb bats and why its an issue. Should include not touching and shining lights onto them.			
Flood water	All	Various inc. Drowning				Cave can flood quickly due to rain water flowing down the road. Don't use when large rainfall predicted.			

Area being assessed	Caving—Swildons Hole		
Annual Radon level - 5373 Bqm3, Estimated session exposure - 8059 Bqm3			
Justification of use - Ideal alternative beginner cave in Burrington combe, good progression trip			

Hazard	Who might be harmed?	How might they be harmed	Risk Rating			Additional controls	Residual Risk		
			L	C	R		L	C	R
Falling Down: - Step from Zigzags, Entrance chamber, - Jacob's Ladder, 8ft climb below 40ft, - Old 40ft Pitch, 20ft Pitch, Double Pots, - Tratmans Temple entrance/exit, Barnes Loop	Group Members	Various				- Instructor/assistant should spot wherever needed and use a rope to assist if the group need it - Only Level 2 and above instructors to go beyond the 20ft pitch and go down the old 40ft - Group members to wear harnesses when using the pitch			
Cold water	Group Members	Hyperthermia				- Group members to be wearing appropriate clothing - Group briefed to inform the instructor when getting cold			
Exhaustion	Group Members	Various				- Group briefed to inform the instructor when getting tired - Instructor to monitor group to watch for signs of exhaustion			
Becoming entangled when climbing ladder	Group Members	Various				- Hiking boots are not to be worn when using a ladder - Releasable rigging system to be used to allow ladder to be removed			
Flood Water	Group Members	Drowning				- Don't use the cave when severe weather is forecast - May need to adjust route for the group if water levels are high			
- Glass/ other debris in the cave - Falling rocks	All	Various				- Safety briefing given to all users when they arrive at the site to highlight specific risks and boundaries - Group members to wear appropriate PPE at all times in the cave and around entrances - Groups told not to throw rocks, especially while around drops or entrances			
Disturbance of bats	Group Members	Various				Briefing given to not disturb bats and why its an issue. Should include not touching and shining lights onto them.			
Approach to the cave:	Group Members	Various				Briefing to all group members of the hazards on the walk to the cave			

Area being assessed	Caving—Pridhamsleigh Cavern		
Annual Radon level – 2350 Bqm3, Estimated session exposure – 3525 Bqm3			
Justification of use – Ideal alternative beginner cave in Burrington combe, good progression trip			

Hazard	Who might be harmed?	How might they be harmed	Risk Rating			Additional controls	Residual Risk		
			L	C	R		L	C	R
Falling Down: - Due to mud - Mud Staircase - Crystal to Bishops Chamber - The maze	Group Members	Various				Instructor/assistant should spot wherever needed and use a rope to assist if the group need it			
Hyperthermia	Group Members	Various				- Group members to be wearing appropriate clothing - Group briefed to inform the instructor when getting cold - Instructor to monitor group and carry a survival bag			
Deep Water	Group Members	Various inc. Drowning				Don't go into the deep water and lake			
- Glass/ other debris in the cave - Falling rocks	All	Various				- Safety briefing given to all users when they arrive at the site to highlight specific risks and boundaries - Group members to wear appropriate PPE at all times in the cave and around entrances - Groups told not to throw rocks, especially while around drops or entrances			
Disturbance of bats	Group Members	Various				Briefing given to not disturb bats and why its an issue. Should include not touching and shining lights onto them.			
Approach to the cave:	Group Members	Various				- Briefing to all group members of the hazards on the walk to the cave - Agreement to pay £1.50 per person and to park on the west side of the bridge			

Area being assessed	Caving—Ogof y Ci		
Annual Radon level – 3461 Bqm3, Estimated session exposure – 5191 Bqm3			
Justification of use – Ideal alternative beginner cave in South Wales useable in high water events			

Hazard	Who might be harmed?	How might they be harmed	Risk Rating			Additional controls	Residual Risk		
			L	C	R		L	C	R
Falling Down: Entrance climb	Group Members	Various				Spotting needed when entering and exiting cave.			
Cold Water	Group Members	Various				- Group members to be wearing appropriate clothing - Group briefed to inform the instructor when getting cold			
Flood Water	Group Members	Various inc. Drowning				Check weather for past few days, current and forecasted weather. Generally the cave is usable in high rainfall events			
- Glass/ other debris in the cave - Falling rocks	All	Various				- Safety briefing given to all users when they arrive at the site to highlight specific risks and boundaries - Group members to wear appropriate PPE at all times in the cave and around entrances - Groups told not to throw rocks, especially while around drops or entrances			
Disturbance of bats	Group Members	Various				Briefing given to not disturb bats and why its an issue. Should include not touching and shining lights onto them.			
Approach to the cave:	Group Members	Various				Briefing to all group members of the hazards on the walk to the cave as you walk through a farm yard and builders yard.			

Area being assessed	Caving—Ogof Clogwyn		
Annual Radon level – 2561 Bqm3, Estimated session exposure – 3842 Bqm3			
Justification of use – Ideal alternative beginner cave in South Wales useable in high water events			

Hazard	Who might be harmed?	How might they be harmed	Risk Rating			Additional controls	Residual Risk		
			L	C	R		L	C	R
Falling Down: - Steep Slippery Walk down - Climb into entrance	Instructor and group members	Various				- Use rope to access cave. Tie onto bolts at the top of the steps. Either one contiguous line to the end bolt and clip group members on with 1 crab. Or split the distance with the middle bolt, will need 2 crabs for change over or a separate changeover attachment point (quick draw). Assistant to monitor changeover if appropriate. - Spotting needed when entering and exiting cave.			
Cold Water	Group Members	Various				- Group members to be wearing appropriate clothing - Group briefed to inform the instructor when getting cold			
Flood water	Group Members	Various inc. Drowning				Check weather for past few days, current and forecasted weather. Generally the cave is usable in high rainfall events			
- Glass/ other debris in the cave - Falling rocks	All	Various				- Safety briefing given to all users when they arrive at the site to highlight specific risks and boundaries - Group members to wear appropriate PPE at all times in the cave and around entrances - Groups told not to throw rocks, especially while around drops or entrances			
Disturbance of bats	Group Members	Various				Briefing given to not disturb bats and why its an issue. Should include not touching and shining lights onto them.			
Approach to the cave:	Group Members	Various				Briefing to all group members of the hazards on the walk to the cave—steep walk down the last 100ms of approach. Rope and karabiners required to attach to a safety line			

Area being assessed	Caving—Porth Yr Ogof		
Annual Radon level – 368 Bqm3, Estimated session exposure – 552 Bqm3			
Justification of use – Ideal alternative beginner cave in South Wales			

Hazard	Who might be harmed?	How might they be harmed	Risk Rating			Additional controls	Residual Risk		
			L	C	R		L	C	R
Falling Down: - Slipping walking to cave and around cave - Climb through entrances other than the main entrance.	Instructor and group members	Various				- Take care and brief group on getting to the entrances - Polished wet rock can become slippy, wear wellies.			
Falling Rocks: - Cave Entrance - Avens	Group Members	Various				- Minimise time spent near the main entrance. Use tradesman's if people on or above the cliff. - Minimise time spent under avens - Groups told not to throw rocks, especially while around drops or entrances			
Cold water Immersion	Group Members	Various				- Ensure everybody is correctly and appropriately dressed for the conditions of the cave and route choice. Immediate access to a first aid kit and spare clothes. - Brief group before using the water flume, make sure instructor and assistant are at entry and exit. Only use with appropriate group and at the end of the session to minimise cold water exposure.			
- Deep water - Flooding - Fast moving water	Group Members	Various inc. Drowning				- Check weather for past few days, current and forecasted weather. If the marker stone ledge in the middle of the river is covered do not enter. Check river levels on the Pontneddfechan. - Do not go near resurgence, stay above great bedding cave.			

Area being assessed	Caving—Bridge Cave		
Annual Radon level - 1030 Bqm3, Estimated session exposure - 1545 Bqm3			
Justification of use - Ideal alternative beginner cave in South Wales			

Hazard	Who might be harmed?	How might they be harmed	Risk Rating			Additional controls	Residual Risk		
			L	C	R		L	C	R
Falling Down: Slipping walking to cave and around cave	Instructor and group members	Various				- Take care and brief group on getting to the entrances - Polished wet rock can become slippery, wear wellies.			
Falling Rocks: - Cave Entrance - Boulder Choke	Group Members	Various				- Minimise time spent near the main entrance. Use tradesman's if people on or above the cliff. - Swift movement through the boulder choke highlighting to keep moving and avoid holding/touching the scaffolding			
Hyperthermia Cold water Immersion	Group Members	Various				- Ensure everybody is correctly and appropriately dressed for the conditions of the cave and route choice. Immediate access to a first aid kit and spare clothes. - Brief group before using the water flume, make sure instructor and assistant are at entry and exit. Only use with appropriate group and at the end of the session to minimise cold water exposure.			
- Deep water - Flooding - Fast moving water	Group Members	Various inc. Drowning				- Check weather for past few days, current and forecasted weather if the area is waterlogged and rivers running high don't enter. - Do not go near the sump			



River Venues



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Area being assessed	River Avon		

Hazard	Who might be harmed?	How might they be harmed	Risk Rating			Additional controls	Residual Risk		
			L	C	R		L	C	R
Fishermen causing tangles in lines	Group members	Various				- Group to be briefed of the hazard during the initial safety brief - Instructor to lead and communicate with the fishermen early - Group to take a wide line to avoid as much as possible			
Trees becoming a strainer	Group Members	Various inc. Drowning				Group to be briefed of the hazard during the initial safety brief then managed on the water			
- Moving water - Weirs	Group Members	Various inc. Drowning				- Group to be briefed of the hazard during the initial safety brief - Appropriately qualified instructor to be used to run the river trip or portage around the hazard			
Other River users: - Sight seeing boats - Canal boats	Group Members	Various				- Group to be briefed of the hazard during the initial safety brief - Instructor to manage the group when the boats are close			
Walk ways and handrails underwater	All group members	Entrapment Drowning				- Area to be assessed by the instructor when portaging around the weir - Group to be briefed of the hazard			
Falling into locks when portaging	All	Fall from height Drowning				- Group to be briefed of the hazard - Appropriate manual handling			

Area being assessed	River Wye		

Hazard	Who might be harmed?	How might they be harmed	Risk Rating			Additional controls	Residual Risk		
			L	C	R		L	C	R
Fishermen causing tangles in lines	Group members	Various				- Group to be briefed of the hazard during the initial safety brief - Instructor to lead and communicate with the fishermen early - Group to take a wide line to avoid as much as possible			
Trees becoming a strainer	Group Members	Various inc. Drowning				Group to be briefed of the hazard during the initial safety brief then managed on the water			
Capsizing in moving water	Group Members	Various inc. Drowning				- Group to be briefed of the hazard during the initial safety brief - Appropriately qualified instructor to be used to run the river trip			
Other River users: Sight seeing boats	Group Members	Various				- Group to be briefed of the hazard during the initial safety brief - Instructor to manage the group when the boats are close			
Lines holding slalom poles at Symonds Yat	All	Entrapment				- Instructors to be aware of the hazard and ensure water level is low enough not to cause an issue - SUP paddlers may need to kneel			

Area being assessed	River Yeo		
Venue for watersports			

Hazard	Who might be harmed?	How might they be harmed	Risk Rating			Additional controls	Residual Risk		
			L	C	R		L	C	R
Slips and Trips caused by: Muddy Field	Group members	Various				- Group to be informed of the hazards during briefing - Appropriate footwear to be worn at all times			
Vehicles	Group Members	Various				- Group to be informed of the hazards during briefing and to avoid the road/car park - Minimise time spent in the car park			
Injury to lower limbs from shallow water	Group members	Various				- Group to be informed of the hazards during briefing - Groups only allowed to jump in when in deep water			
Weir	Group Members	Various inc. Drowning				Group to be informed of the hazard, the weir is only a hazard in higher water levels and sessions will be tailored to the ability of the group			

Area being assessed	Bridgwater Canal		
Venue for watersports			

Hazard	Who might be harmed?	How might they be harmed	Risk Rating			Additional controls	Residual Risk		
			L	C	R		L	C	R
Falling into locks when portaging	All	Fall from height Drowning				- Group to be briefed of the hazard - Appropriate manual handling			
Vehicles	Group Members	Various				- Group to be informed of the hazards during briefing and to avoid the road/car park - Minimise time spent in the car park			
Injury to lower limbs from shallow water	Group members	Various				- Group to be informed of the hazards during briefing - Groups only allowed to jump in when in deep water			
Fishermen causing tangles in lines	Group members	Various				- Group to be briefed of the hazard during the initial safety brief - Instructor to lead and communicate with the fishermen early - Group to take a wide line to avoid as much as possible			

Area being assessed	Bristol Harbour side (SUP Bristol)								
Venue for watersports									
Hazard	Who might be harmed?	How might they be harmed	Risk Rating L C R			Additional controls	Residual Risk		
Slips, Trips and Falls: • Trip walking on harbour side, • Trip on pontoon, • slip on slipway	Staff and Clients	Various inc. Drowning				- Verbal briefing, suitable footwear recommended on land, supervision, briefed to avoid slipway, adults choosing to walk barefoot made aware of risk of glass by instructor - Under 18s to wear suitable footwear at all times			
Collision with motor vehicle: • Collision when setting boards out, briefing or walking to/from the	Staff and Clients	Various				Supervision during briefing, staff trained to be aware while setting out boards and walking through car park			
Collision with powerboats, sailing boats, ferries, rowers, harbour walls, pontoon	Staff, Clients and Public	Various				- Ensure good group management - Set boundaries - Follow ratios in handbook - SUP participants briefed to kneel a board's length away from harbour walls - Teach giving way to other water traffic - Launching and landing from knees (SUP) - Instructor vigilance during launching and landing			
Entanglement: Fishing lines, leashes, other boats	Staff, Clients and Public	Various				- Keep group away from anglers - Avoid areas of flow - Consider removing leashes in low wind conditions with groups of young people - Avoid areas of busy water traffic where entanglement is a possibility			
Separation from group : • Equipment failure, group separated by wind	Staff, Clients and Public	Various				- Good group management - Ratios defined in handbook - Use of leashes - Check weather forecast, choose appropriate wind conditions for the experience of the group and the level of the instructor			
Boat wake	Staff and Clients	Falling, impact injury, head injury, foot/lower leg injury				- SUP – Teach correct falling technique - SUP – Teach to go to knees in shallow areas - Instructor awareness			
Sharps / needles	Staff and Clients	Needle stick injury				- Check area around pontoon before session - Shoes recommended whilst walking on land - Verbal reminder to any adults choosing to barefoot - Under 18s to wear footwear at all times			
Not wearing helmets	All	Head injuries				Instructors to be aware that groups not wearing helmets and adjust the activities if needed			5

Area being assessed	Bristol Harbour side (SUP Bristol) Cont.		
Venue for watersports			

Hazard	Who might be harmed?	How might they be harmed	Risk Rating			Additional controls	Residual Risk		
			L	C	R		L	C	R
Underwater hazards	Staff and Clients	Foot or lower leg injuries, falling on objects				- Choose locations away from hazards Instructor monitor for submerged hazards - Teach students to be aware of potential hazards - Teach students boundaries of activity area			
Sluices and weirs	Staff and Clients	Sucked through sluice				- Avoid Underfall Yard exclusion zone - Avoid junction lock when sluices running - Avoid weir at Netham			

Area being assessed	Dart—River and Estuary		
Venue for watersports			

Hazard	Who might be harmed?	How might they be harmed	Risk Rating			Additional controls	Residual Risk		
			L	C	R		L	C	R
High water levels	Staff and Clients	Drowning				- Appropriately qualified coaches/instructors to lead the trip - If one section is too high consider another section or activity			
Estuary Mud	All	Drowning				- Use appropriate venues when possible - Local knowledge of access and muddy areas			
Buoys	All	Entrapment				- SUPs to wear waist leashes - Group members to be given a safety brief			
Sewage Works	All	Illness				- Awareness of current conditions—high rainfall typically increases sewage overflow - Awareness of sewage sites			

Area being assessed	Exe—River and Estuary		
Venue for watersports			

Hazard	Who might be harmed?	How might they be harmed	Risk Rating			Additional controls	Residual Risk		
			L	C	R		L	C	R
High water levels	Staff and Clients	Drowning				- Appropriately qualified coaches/instructors to lead the trip - If one section is too high consider another section or activity			
Estuary Mud	All	Drowning				- Use appropriate venues when possible - Local knowledge of access and muddy areas			
Buoys	All	Entrapment				- SUPs to wear waist leashes - Group members to be given a safety brief			
Weirs	Group members	Drowning				- Group members to be given a safety brief - SUP paddlers to portage weirs			
Sewage Works	All	Illness				- Awareness of current conditions—high rainfall typically increases sewage overflow - Awareness of sewage sites - Increased precautions as listed in generic assessment			

Area being assessed	Torbay		
Venue for watersports			

Hazard	Who might be harmed?	How might they be harmed	Risk Rating			Additional controls	Residual Risk		
			L	C	R		L	C	R
Strong winds and being swept out to sea	All	Drowning Separated from group				Weather forecast to be considered when trip planning			
Rock hopping	Group members, instructors	Head injuries Drowning				Only to rock hop when conditions suit Helmets to be worn			
Buoys	All	Entrapment				- SUPs to wear waist leashes - Group members to be given a safety brief			
Launching and landing	All	Injury				Conditions to fit the landing/launch spot			

Area being assessed	Wimbleball Lake		
Venue for watersports			

Hazard	Who might be harmed?	How might they be harmed	Risk Rating			Additional controls	Residual Risk		
			L	C	R		L	C	R
Limited access to the waterfront	All	Increased response time				Instructors to be aware of limitations			
Falling down the dam	All	Fall from height				Ensure to keep out of the exclusion zone Keep away from the dam area when wind blowing towards the dam			
Buoys	All	Entrapment				- SUPs to wear waist leashes - Group members to be given a safety brief			

Area being assessed	Clevedon Marine Lake		
Venue for watersports			

Hazard	Who might be harmed?	How might they be harmed	Risk Rating			Additional controls	Residual Risk		
			L	C	R		L	C	R
Blown/Swept out of the lake into the sea	All	Separation				Instructors to be aware of the risks and avoid the lake if poor conditions			
Collision with swimmers	Swimmers	Impact injuries				Instructors to brief group of hazard Avoid areas where swimmer use to reduce risk			

Area being assessed	Cheddar Reservoir		
Venue for watersports			

Hazard	Who might be harmed?	How might they be harmed	Risk Rating			Additional controls	Residual Risk		
			L	C	R		L	C	R
Blown/Swept out to the centre of the reservoir	All	Separation				Instructors to be aware of the risks and avoid the reservoir if poor conditions			
Collision with sailing boats	All	Impact injuries				Instructors to brief group of hazard Avoid areas where sailing is happening			



Rocksports Venues



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Area being assessed	Sandford Quarry		
Venue for Rocksports and Archery Active			

Hazard	Who might be harmed?	How might they be harmed	Risk Rating			Additional controls	Residual Risk		
			L	C	R		L	C	R
- Rock fall - Falls - Broken glass/litter	All users	Various				- Quarry area to be used is checked before every use in case of loose rock/litter/ changes - Safety briefing given to all users when they arrive at the site to highlight specific risks and boundaries etc - Only properly equipped group members or staff should be near the cliff bottoms or tops - When groups are taking part in abseiling and are near to the top they must be supervised and safeguarded by a member of Mendip Staff			
Other users	All users	Various				- Any unauthorised persons are asked to leave the quarry and any issues reported to the Head of Centre - Gates into the quarry are kept closed whenever possible			
Damage caused to vehicles by uneven access track	All users	Various				- Mendip Staff are briefed on the condition of the access track and must adhere to Mendip guidelines on vehicle usage in the quarry - Clients are informed of the access track state and are informed it is their decision if they want to use it. Parking is available in Quarry Road.			

Area being assessed	Burrington Combe, Goblin Combe, Uphill Quarry		
Venue for Rocksports			

Hazard	Who might be harmed?	How might they be harmed	Risk Rating			Additional controls	Residual Risk		
			L	C	R		L	C	R
- Rock fall - Broken glass/litter	All users	Various				- Safety briefing given to all users when they arrive at the site to highlight specific risks and boundaries - Site checked on arrival and cleared of any rubbish if necessary - Appropriate footwear to be worn at all times - Only group members with appropriate PPE to approach the rock face / edge			
Other Users	All users	Various				Safety briefing given to all users when they arrive at the site to regarding ' stranger danger' risks			
Car Park and Road Walking to the toilets	All users	Various				- Briefing to all group members of the on arrival to the site regarding the dangers - Groups informed to access the toilets via the edges of car parks not across them - Groups only to cross roads when necessary and must be with an instructor			

Area being assessed	Sandpoint, Brean—Fort Craggs		
Venue for Rocksports			

Hazard	Who might be harmed?	How might they be harmed	Risk Rating			Additional controls	Residual Risk		
			L	C	R		L	C	R
Tidal venues	All	Drowning				- Only use Sand Point—Middle Hope when the tide is lower than 8.5ms, generally 3hours after high tide - Only use Brean Down—Fort Craggs when the tide is lower than 5ms, generally 3 hours after high tide. - Ensure to be away from the tidal areas of the crag by 3hrs before high tide. - Keep all personal kit out of the tidal zone. - Only more experienced groups should be taken to Brean due to the more difficult terrain and evacuation routes. Kit to hoist to be taken to Brean for rescues. - Weather conditions and tidal state must be taken into consideration when choosing a tidal venue as it can influence the tidal range/speed. - Chief Instructor must approve the use of a tidal venue with any group. - Instructors to have had additional training/knowledge to be given before using tidal venues, for example British Canoeing Coastal Navigational and Tidal Planning,			
Limited emergency access to the crag	All	Injuries worsened				- Instructors to be aware of the additional issues caused by limited emergency access - For Brean ensure to have extra kit to make a hoist			
Fixed Gear failure	All	Falls from height				Instructors to check fixed gear before each use.			



Transport Risk Assessment



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PHAROS
RESPONSE



Area being assessed	Transportation Risk Assessment		
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Hazard	Who might be harmed?	How might they be harmed	Risk Rating			Additional controls	Residual Risk		
			L	C	R		L	C	R
Vehicle malfunction	Drivers/ passengers & other road users	Various				- Drivers perform a daily driver defect check before driving a vehicle. All damage or issues to vehicles are reported, unfit vehicles are NOT used & the Transport manager informed. - All our PSV minibuses have 10 weekly safety inspections, frequent in-house checks and are serviced to the manufacturer's recommendations. - All our Minibuses are tested annually, which is completed at a VOSA approved test station. - Hire vehicles are checked at the start of the hire period to ensure that there are no obvious defects. - All our road vehicles are covered for breakdown / accident assistance through the insurance company.			
Trailer malfunction	Drivers/ passengers & other road users	Various				- Drivers perform a daily driver defect check before towing any trailer. Any damage is reported and if unfit trailer is removed from service & the Transport manager informed. - All trailers are annually serviced. - Trailers receive regular in-house inspections for damage / defects.			
Items falling off trailers/roof racks	Drivers/ passengers & other road users	Various				- Drivers receive in house training covering how to secure their load - Drivers inspect their load before setting off, On long journeys drivers stop periodically to recheck their load.			
Road Traffic Accident	Drivers/ passengers & other road users	Various				- Drivers hold the appropriate driving licence for the type of vehicle / trailer they are driving. - Licences are checked regularly by our Transport manager, In addition, our minibus drivers have a current CPC entitlement. - All drivers receive specific training from our transport manager with regard to: Driver defect check, Breakdown/ accident procedure - All drivers have undergone a familiarisation drive/assessment with our transport manager - All our drivers are experienced and over 21 - All drivers are required to inform us if they receive penalty points. - All drivers to drive at a safe, legal and sensible speed according to road conditions - All vehicles equipped with first aid kit and fire extinguisher - Seat belts are provided and all passengers must use them - All drivers to hold a First Aid certificate - Any luggage must be appropriately stored and must not block any exit - PCV drivers must keep to Drivers Hours rules			
Slips, Trips and Falls	Drivers & passengers	Various				Drivers to warn passengers of any hazards which are likely to cause injury (i.e. Wet slippery steps, hitting heads on door frames, oncoming traffic).			
Other road users	Drivers/ passengers & other road users	Various				Only use experienced, qualified drivers			

Area being assessed	Transportation Risk Assessment cont.		
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Hazard	Who might be harmed?	How might they be harmed	Risk Rating			Additional controls	Residual Risk		
			L	C	R		L	C	R
Being hit by traffic whilst walking on pavements / road	Drivers & passengers	Various				- Drivers, instructors / visiting staff should highlight the dangers & supervise group members when walking along roads especially where there are no pavements, ensure that group members keep to the side of the road. - High Visibility clothing to be issued in some circumstances			
Adverse weather - Strong winds - Lightning storms - Torrential rain, - Fog & Snow	Drivers/ passengers & other road users	Various				When adverse weather conditions are encountered, the Driver will take appropriate measures to mitigate these dangers, Possibly pulling off the road, delaying or even cancelling the journey. We will always monitor the prevailing conditions and take safe appropriate measures when required.			
Crossing Roads	Drivers & passengers	Various				- Drivers, instructors / visiting staff to supervise safe crossing of the road with young people. Selecting a sensible position to cross with good visibility. - High Visibility clothing to be issued in some circumstances			
Medical emergency Passengers	Passenger	Various				- All participants fill in a medical /risk declaration form prior to an event and if suffering from a known condition should make themselves known to their supervising instructor / driver. - In the unlikely event that a passenger should suffer from a medical emergency whilst in the vehicle, the driver will pull over as soon as it is safe to do so. All our PCV drivers have a first aid qualification. Emergency services will be contacted. Appropriate First aid treatment administered. Any remaining participants will be supervised until such time that the casualty is out of danger or is passed on to the appropriate emergency service. Only then will the journey resume if the driver feels emotionally safe to continue, or else they will be replaced. - At the earliest opportunity the Mendip office will be informed and our emergency procedures instigated if appropriate			
Medical emergency Driver	Drivers/ passengers & other road users	Various				- All PSV Licensed drivers have undergone a medical examination as part of obtaining there licence - Drivers are required to inform the transport manager if they develop a notifiable medical condition			
Passenger issues Behaviour / Distracting the Driver	Drivers/ passengers & other road users	Various				- Passengers briefed before journey. - Extra supervision provided on vehicle if we anticipate issues			

Area being assessed	Generic Driving Rick Assessment		
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Hazard	Who might be harmed?	How might they be harmed	Risk Rating			Additional controls	Residual Risk		
			L	C	R		L	C	R
Driver: Inexperience, unqualified, lack of awareness	Drivers/passengers & other road users	Various				- Assessment of driving abilities carried out before sign off. Ongoing assessment carried out. - Anyone who is asked to drive as part of their job is given adequate information on what is expected of them and what guidelines, rules etc they need to follow. All drivers have received a copy of the Drivers rules and guidance document. - Investigation carried out following an accident or near miss to determine whether the driver's attitudes, skills or behaviour, or the nature of the driving task or vehicle contributed to the incident. Dash cams are fitted to Mendip vehicles to assist with accident investigation. - Anyone who is asked to drive as part of their job has been informed that they must not drive while using a mobile phone or under the influence of alcohol/drugs.			
Vehicle: - Vehicle in poor condition, mechanical failures, - Vehicle not suitable for the activity	Drivers/passengers & other road users	Various				- All work vehicles are maintained in a safe and fit condition with valid MOT's and inspections as required.. Daily checks undertaken before driving all vehicles. - Personal vehicles used for work purposes must be insured for business use and have a valid MOT certificate. - Work vehicles all contain a first aid kit and where necessary a fire extinguisher. Driver books also contain details of who and how to contact in an emergency.			
Carrying Loads: - Loose loads in or on the roof of a vehicle. Loose loads in a flatbed vehicle. - Overloading vehicles	Drivers/passengers & other road users	Various				- All goods and equipment being carried must be properly loaded/secured so that it doesn't cause injury in the event of an accident and drivers aren't distracted by loose objects moving around. Nothing should be loaded above seat height in a vehicle - Care to be taken when loading the open rear area of vehicles such as the gator and flatbed to ensure nothing can fall off endangering passersby or the driver.			
Passengers	Drivers/passengers & other road users	Various				- All passengers of a vehicle must be seated in a specified seat and not stood up or enclosed in the rear compartment of a vehicle. - All passengers must be wearing a seatbelt when on public roads. On our private land it may be permissible to not wear a seatbelt such as when doing multiple short stops (if unsure, check with the transport manager)			
Off-road driving	Drivers/passengers & other road users	Various				- Vehicles are not to be driven 'off-road', including vehicles with the capacity for 4x4 driving. Acceptable areas to be driven on-site are down to the axe ranges or through the disc golf course. For driving anywhere else, the transport manager must be informed and the task will be assigned to an appropriate department. - PCV vehicles must not be driven up or down through the quarry.			

Area being assessed	Vehicle Specific Risk Assessments		
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Hazard	Who might be harmed?	How might they be harmed	Risk Rating			Additional controls	Residual Risk		
			L	C	R		L	C	R
Specialist Vehicles; safe use Flatbed Truck with Tail Lift	Drivers/passengers & other road users	Various				- All users to be trained in the safe use of the tail lift, including but not limited to; operation, safe load limits, dangers, foot/finger entrapment, dropping/securing loads and safe stowing. - All users to be made aware of the risk of falling from the low sided tailgate. Straps to be in place permanently to reduce this risk. - Maximum load capacity of the flatbed is 860kg			
Utility Vehicles; safe use - John Deere Gator - Quadzilla	Drivers/passengers & other road users	Various				- Driving of vehicles limited to those specifically trained in their use, including limitations,, brake differences, travelling over uneven ground, use of the winch etc - Drivers will be trained in the location of all controls both inside and outside the vehicle, including use of the tipping load bays and associated risks. - Wherever possible, these vehicles should be parked on flat, level ground. - Maximum load capacity of the gator is 500kg, quadzilla is 400kg. - Quadzilla electric vehicle is fitted with a beacon lamp which runs at all times to ensure visibility and safe driving, especially after dark. - The quadzilla is not a road legal vehicle or insured for this use so must NEVER be taken on public highways.			
Grass cutting tools/attachments; - Ride-on mower - Flail mower	Drivers/passengers & other road users	Various				- Only estate team staff permitted to drive a vehicle towing the flail mower. - Flail mower never to be used around customers or in close proximity to anyone. - Drivers of ride on mower to be signed off before use.			
External drivers; - Delivery vans - Coaches - Refuge Collections	Drivers/passengers & other road users	Various				- Where possible all arrivals are scheduled and arranged to go directly to the correct area to limit movement onsite. - Bins prepared and left out in advance for refuge trucks to collect early before clients onsite. - Coach arrivals planned in advance and areas of the car park cordoned off to allow adequate space for moving and parking. - Where necessary marshals deployed to assist with safe movement of vehicles			
Hire Vehicles - Minibuses - Plant Machinery	Drivers/passengers & other road users	Various				- Hire minibuses driven in accordance with our PCV transport guidelines. - Plant machinery only to be driven by Mendip signed off drivers who have been assessed and signed off additionally for plant machinery by a transport manager. Where necessary, certain plant may need additional qualifications.			



Instructor Training Risk Assessment



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PHAROS
RESPONSE



Area being assessed	Instructor Training Generic (Applies to all Activities)		
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Hazard	Who might be harmed?	How might they be harmed	Risk Rating			Additional controls	Residual Risk		
			L	C	R		L	C	R
- Poor decisions from group members - Inappropriate clothing - Poor venue choices by instructors	All	Various Injuries				- Instructor to use appropriate teaching progressions to be able to evidence that the group member/s are able to chose an appropriate action for the situation in the given environment. Practice of the appropriate skills in easier environments before making the environments. - Appropriate levels of supervision at all times to aid decision making if needed - Sufficient evidence is needed before instructors reduce levels of supervision. The instructor must be able to intervene when needed to reduce the risk of injury to the group members through bad choices. - Instructor to use own and others knowledge to chose an appropriate venue. This decision should be based on the group needs.			

Area being assessed	Lead Climbing			
Minimum Instructor Qualification	Mountain Training Rock Climbing Development Instructor (RCDI)	PPE: ✓	FIRST AID: ✓	RATIO: 1:6

Hazard	Who might be harmed?	How might they be harmed	Risk Rating			Additional controls	Residual Risk		
			L	C	R		L	C	R
- Poor belaying - Ground fall - Equipment failure - Rock fall - Route choice - Poor decisions - Failure of fixed gear - Lowering off the end of the rope - Inverting when falling - Poor rigging	All	Various				- Appropriate belaying to be taught to all participants, climbers not to lead until the belayers are considered competent - Instructor to tail rope until they are confident the belayer is competent, this choice should be evidence based. - All kit used to be regularly checked and quarantined if damaged - Climbers briefed to understand and be able to access rock quality when climbing - Instructors to approve routes before climbing - Instructor to use appropriate teaching progressions to be able to evidence that the climber is ready to lead climb. - Spotting to be used when the climber has no gear placed/clipped - If sport climbing clip stick to be used to reduce the likelihood of a ground fall to clip first bolt - Appropriate levels of supervision on first lead climb to aid decision making if needed - Climbers briefed to understand and be able to access fixed gear when climbing - Either knot to be tied in the end of the rope or belayer tied in to the rope. - Climber to understand how to avoid inverting. Keep the rope between themselves and the rock face, trying to keep the rope between their legs or beside them. - Instructor to check rigging before a second is bought up. - Sufficient evidence is needed before instructors reduce levels of supervision - Climbers to check in with instructor before leaving the ground			
Rock fall	Group	Head and body injuries				- Instructors to approve routes before climbing - Instructor to check routes if needed - All kit used to be regularly checked and quarantined if damaged			
Tidal venues	All	Drowning				- Only use Sand Point—Middle Hope when the tide is lower than 8.5ms, generally 3hours after high tide - Only use Brean Down—Fort Craggs when the tide is lower than 5ms, generally 3 hours after high tide. - Ensure to be away from the tidal areas of the crag by 3hrs before high tide. - Keep all personal kit out of the tidal zone. - Only more experienced groups should be taken to Brean due to the more difficult terrain and evacuation routes. Kit to hoist to be taken to Brean for rescues. - Weather conditions and tidal state must be taken into consideration when choosing a tidal venue as it can influence the tidal range/speed. - Chief Instructor must approve the use of a tidal venue with any group. - Instructors to have had additional training/knowledge to be given before using tidal venues, for example British Canoeing Coastal Navigational and Tidal Planning, Technical Advisor training, previous experience.			

Area being assessed	Paddlesports			
Minimum Instructor Qualification	British Canoeing Coaching or Leadership award in appropriate craft and environment.	PPE: ✓	FIRST AID: ✓	RATIO: 1:6

Hazard	Who might be harmed?	How might they be harmed	Risk Rating			Additional controls	Residual Risk		
			L	C	R		L	C	R
Poor judgement: Incorrect techniques	All	Various injuries inc. Drowning				- Participants informed about the cold water and to dress appropriately - All safety equipment whether coach owned or participants own will be checked prior to use to determine appropriateness of kit. - All instructors ensure that they know where all participants are at all times (if several people are in the water, the first thing to do is count everyone, to ensure nobody is trapped underwater. - Instructor to give a safety brief about the activity and craft so all participants are informed of what is expected of them during the activity - Instructor to brief the group of the hazards, how to deal with them and appropriate signals for the trip. - Leader to use appropriate leadership skills and judgement when navigating a hazard. - All group members to be thoroughly briefed if a scenario is taking place or a real incident is happening and how to let the group know that it is a real incident - Instructor to be prepared and able to step in if needed to resolve situations. - Water level to be considered in relation to ability of group whether the section is suitable.			
Poor lifting techniques	All	Various				Instructor to brief the group including lifting techniques, once told about techniques clients can assist the instructor with loading and unloading boats			

Area being assessed		Bristol Harbour side Kayak Hire							
Venue for watersports									
Hazard	Who might be harmed?	How might they be harmed	Risk Rating L C R			Additional controls	Residual Risk L C R		
Slips, Trips and Falls: • Trip on pontoon, • slip on slipway	Staff and Clients	Various inc. Drowning				- Verbal briefing, suitable footwear recommended on land, supervision, briefed to avoid slipway, adults choosing to walk barefoot made aware of risk of glass by instructor - Under 18s to wear suitable footwear at all times			
Collision with motor vehicle walking between store and pontoon	Staff and Clients	Various				- Groups to be briefed on the hazard - Staff to be aware of the hazard			
Collision with powerboats, sailing boats, ferries, rowers, harbour walls, pontoon	Clients and Public	Various				Group to be briefed on the hazards			
Entanglement: Fishing lines, leashes, other boats	Clients	Various				Group to be briefed on the hazards			
Boat wake	Clients	Falling, impact injury, head injury, foot/lower leg injury				Group to be briefed on the hazards			
Sharps / needles	Staff and Clients	Needle stick injury				- Check area around pontoon before session - Shoes recommended whilst walking on land - Under 18s to wear footwear at all times			
Underwater hazards and floating debris	Clients	Foot or lower leg injuries, falling on objects Capsizes Entrapment				- Group to be briefed on the hazards - No jumping off kayaks			
Sluices	Clients	Sucked through sluice				Avoid Underfall Yard exclusion zone			
Adverse weather leading to unsafe conditions	Clients	Not being able to get back/paddle against the wind Kayaks blowing away if they fall off				Weather forecast checked before opening. Wind speed and direction assessed. Operations only on sheltered water. Maximum operating limit Beaufort Force 3. No operation during thunderstorms. Group to be briefed what to do if the wind picks up			
Incorrectly fitted PFD	Clients	Drowning				Staff fit and visually check buoyancy aids before launch. PFD mandatory throughout hire.			
Customer unaware of risks	Clients	Various				Standardised mandatory briefing covering launch, route, hazards, capsize, and emergency procedure.			

Area being assessed	Bristol Harbour side Kayak Hire		
Venue for watersports			

Hazard	Who might be harmed?	How might they be harmed	Risk Rating			Additional controls	Residual Risk		
			L	C	R		L	C	R
Water quality	All water users	Illness				- If water monitoring is available use to check quality level - Extra precautions taken if water quality is 'poor' – Hand washing, covering cuts, avoiding head immersion, adapt activities to suit the water quality			
Lock operation	All water users	Entrapment Capsizes Drowning				- Groups to be briefed on the hazard - Instructor to check lock operations at the start of the day			