

# Scouting Risk Assessment – Mini Golf



Date of risk assessment	15/2/25	Name/Role of who undertook this risk assessment	Ben Shirvill
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Earleywood Scout Campsite

Hazard Identified? / Risks from it?	Who is at risk?	How are the risks already controlled? What extra controls are needed?	What has changed that needs to be thought about and controlled?
<i>Hazard – something that may cause harm or damage. Risk – the chance of it happening.</i>	<i>Young people, Leaders, Visitors.</i>	<i>Controls – Ways of making the activity safer by removing or reducing the risk from it. For example - you might use a different piece of equipment or you might change the way the activity is carried out.</i>	<i>Keep <b>checking</b> throughout the activity in case you need to change it...or even <b>stop</b> it! This is a great place to add comments which will be used as part of the review.</i>
<b>Equipment Use</b>	Everyone involved in the session.	<ul style="list-style-type: none"> <li>• No swinging of golf clubs above waist height.</li> <li>• No throwing of balls</li> <li>• No aiming towards another person</li> <li>• No running around the obstacles</li> <li>• There is to be no more than 4 people in a group on any one hole.</li> <li>• The holes must be played in order.</li> <li>• One metre distance must be maintained between players during putting</li> <li>• Equipment to be returned to storage box after use</li> <li>• Equipment only to be used within the mini golf course area</li> <li>• Do not hit obstacles on the course with golf clubs</li> </ul>	<ul style="list-style-type: none"> <li>• Defective equipment to be reported to Earleywood Activities Director immediately</li> </ul>
<b>Medical Incident/Injury</b>	Everyone involved in the session	<ul style="list-style-type: none"> <li>• Leader in charge to have readily available an adult with current mandatory module 10 first aid training.</li> <li>• Leader in charge to have first aid kit.</li> <li>• Leader in charge/activity instructor to be aware of where nearest first aid kit is located (Scout Centre kitchen and Rowney Building kitchen).</li> <li>• Leader in charge to have available and be aware of all medical/allergy conditions and reasonable adjustments of everyone at risk.</li> <li>• Participants with reasonable adjustments to be located nearest the activity instructor and if necessary have a competent person supporting them</li> <li>• Leader in charge to be aware of Earleywood incident action plan and follow it.</li> </ul>	

Additional information can be found in the [Safety Checklist for Leaders](#) and other information at [scouts.org.uk/safety](https://scouts.org.uk/safety)

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		<ul style="list-style-type: none"> <li>• Leader in charge establish procedures in the event of an injury at beginning of session.</li> <li>• Leader in charge to maintain young person/adult ratio</li> </ul>	
<b>Slips, Trips, Cuts, Bites &amp; Falls</b>	Everyone involved in the session	<ul style="list-style-type: none"> <li>• Leader in charge to survey the activity area before starting to prevent participants having an incident:               <ul style="list-style-type: none"> <li>○ Mark locations of obstacles in the ground</li> <li>○ Remove loose debris to a safe location</li> <li>○ Mark locations of insect infestations and nests</li> <li>○ Mark locations of low lying stinging or scratchy plants</li> <li>○ Identify boundaries.</li> </ul> </li> <li>• Wear appropriate footwear and shoelaces to be tied.</li> <li>• Walk, no running</li> <li>• Ensure the activity area is suitable for use, kept clear and tidy</li> </ul>	<ul style="list-style-type: none"> <li>• Periodical checks / Be aware of any objects on the ground and remove trip hazards.</li> </ul>
<b>Overcrowding and disorderly behaviour</b>	Everyone involved in the session.	<ul style="list-style-type: none"> <li>• Leader in charge/activity instructor rules/instructions explained to participants during briefing.</li> <li>• Leader in charge to remain with the group.</li> <li>• Activity instructor to stop activity immediately if:               <ul style="list-style-type: none"> <li>○ There are too many participants using the activity</li> <li>○ The participants behaviour is unacceptable or unruly</li> <li>○ No leader is present from the participants group</li> <li>○ Consider safety of participants is at risk</li> </ul> </li> <li>• Leader in charge to resolve the issue to the satisfaction of the activity instructor before the activity starts again.</li> </ul>	
<b>Animal Encounter – Wild/Domestic</b>	Everyone involved in the session.	<ul style="list-style-type: none"> <li>• Do not approach animal.</li> <li>• Do not encourage animal to approach you.</li> <li>• Maintain safe distance between you and the animal.</li> <li>• Leader in charge to scare away the animal without causing physical harm.</li> </ul>	
<b>Animal Faeces</b>	Everyone involved in the session.	<ul style="list-style-type: none"> <li>• Leader in charge to survey the activity area before starting, remove and dispose of animal faeces.</li> <li>• Any animal faeces identified while participating in the activity, pause activity and Leader in charge to remove and dispose of animal faeces.</li> </ul>	

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<b>Weather Conditions &amp; Environment</b>	Everyone involved in the session.	<ul style="list-style-type: none"> <li>• Bring clothing and equipment appropriate to the weather conditions.</li> <li>• In event of inclement weather, the activity instructor may cancel or postpone the activity, in the meanwhile Leader in charge to find a point of safety.</li> <li>• In hot weather ensure adequate hydration and self-administration of sun protection.</li> <li>• Use torches if dark.</li> <li>• Wear close toed footwear (i.e. no sandals/ flip flops, etc)</li> <li>• Turn on activity flood lighting as appropriate</li> </ul>	
<b>Missing Persons</b> Lost individual in distress	Everyone involved in the session.	Leader in charge to: <ul style="list-style-type: none"> <li>• Take regular HEAD COUNTS</li> <li>• Take register before activity starts.</li> <li>• Have In-Touch arrangements accessible.</li> <li>• Check mobile phone connectivity is available.</li> </ul>	
<b>Unauthorised Access</b> Activity area left unattended Equipment unattended Theft Injury	Everyone involved in the session.	<ul style="list-style-type: none"> <li>• Equipment to be locked away securely whilst not in use.</li> <li>• Participants must never be left alone with equipment.</li> </ul>	

<b>Checked by</b>		Name: Ben Shirvill Role: Activity Director Date 26 <sup>th</sup> February 2023	
<b>Approved by</b>		Name: Derek Salter Role: Health & Safety Director Date 26 <sup>th</sup> February 2023	
<b>Version Control</b>	Original Date 26 <sup>th</sup> February 2023	<b>Whats changed?</b>	Rewritten and updated replacing previous version.
	Revision Date 1st February 2024		Annual review

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	Revision Date 15 <sup>th</sup> February 2025		Annual review
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HQ Template Published June 2020

