

Scouting Risk Assessment – LIFTING AND HANDLING



<p>Date of risk assessment</p>	<p>15/2/25</p>	<p>Name/Role of who undertook this risk assessment</p>	<p>Derek Salter Health & Safety Director</p>
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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?
<p>Hazard – something that may cause harm or damage. Risk – the chance of it happening.</p>	<p>Young people, Leaders, Visitors.</p>	<p>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.</p>	<p>Keep checking throughout the activity in case you need to change it...or even stop it! This is a great place to add comments which will be used as part of the review.</p>
<p>The task - consider whether it involves any of the following which may incur an injury:</p> <ul style="list-style-type: none"> • a load held or manipulated at a distance from the trunk • twisting the trunk • stooping • reaching upwards • considerable lifting or lowering distances • considerable carrying distances • considerable pushing or pulling of the load • positioning the load precisely • risk of sudden movement of the load 	<p>Leaders & volunteers</p>	<p>Consider:</p> <ul style="list-style-type: none"> • use mechanical aids? • improve workplace layout? • reduce amount of twisting/stooping? • avoid lifting from floor to above shoulder height, especially heavy loads? • reducing carrying distances? • avoid/minimise repetitive handling? • vary the work; allow one set of muscles to rest while another is used? • push rather than pull? 	

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

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<ul style="list-style-type: none"> • several risk factors • frequent or prolonged physical effort • insufficient rest or recovery periods • a rate of work imposed by a process • handling while seated • team handling 			
<p>Loads - consider whether it involves any of the following which may incur an injury:</p> <ul style="list-style-type: none"> • Heavy, bulky or unwieldy? • Difficult to grasp, unstable or unpredictable with contents likely to shift? • Sharp, hot or otherwise potentially damaging? • Pushed or pulled? 	Leaders & volunteers	<p>Consider:</p> <ul style="list-style-type: none"> • Adjust the lifting height • Reduce the weight to be lifted or have move volunteers lift • Unpack to make lifting of individual items easier to handle • Inspect before lifting and remove areas which may cause physical damage and consider wearing personal protective equipment i.e. gloves • Minimise extending reaching. • Use equipment i.e trolley, wheel barrow, etc • Supplier to unload onto safe level area, provide handles or pack into smaller packages 	
<p>Environment - consider whether it involves any of the following which may incur an injury:</p> <ul style="list-style-type: none"> • Space constraints preventing good posture, uneven, slippery or unstable floor? 	Leaders & volunteers	<p>Consider:</p> <ul style="list-style-type: none"> • Review how the manual handling is being carried out and make adjustments or if necessary stop. • Consider reducing the distance of the handling and break it into smaller distances. • Introduce ramps between levels 	

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<ul style="list-style-type: none"> Variations in the levels of floors or work surfaces? Extremes of temperature, humidity, ventilation problems or gusts of wind? Poor lighting conditions? Problems in communication due to excessive noise? 		<ul style="list-style-type: none"> removing space constraints? providing better flooring or using an alternative route? avoiding steps and steep ramps? prevent extremes of temperature, work in the shade? improve the lighting? 	
<p>Individual Capacity - consider whether it involves any of the following which may incur an injury:</p> <ul style="list-style-type: none"> Require unusual strength, height or capability? Create a hazard to those who might be considered to have health problems? Or pregnant Require special information or training for its safe performance? Occur infrequently for people of an otherwise sedentary nature? 	Leaders & volunteers	<p>Consider:</p> <ul style="list-style-type: none"> Any previous history of back pain problems or other physical restrictions. Observe volunteer and if clear signs of sweating and/or straining, discuss and consider rest periods or stopping. pay particular attention to those who have a physical weakness or are impaired i.e. wearing a cast/sling? take extra care of pregnant workers? give more information, e.g. about the range of tasks they are likely to face, so they can make an informed decision? provide more training? 	
<p>Other factors</p> <ul style="list-style-type: none"> Is improvement in posture hindered by Personal Protective Equipment or clothing? 	Leaders & volunteers	<p>Consider:</p> <ul style="list-style-type: none"> Ensure clothing & footwear is appropriate and does not restrict movement What equipment can be used instead Provide personal protective equipment that is less restrictive? 	

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• Is it impossible to eliminate or automate the operation?			
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Director responsible for ensuring the risk assessment is implemented.		Name: Various Role: Date	
Checked by [good to have someone else look at it]		Name: Paul Stockham Role: Facilities Director Date: 25 th May 2021	
Approved by		Name: Derek Salter Role: Health & Safety Director Date: 25 th May 2021	
Version Control	Original Date: 25/5/21	What's changed?	Original
	Revision Date: 26/5/21		Issued
	Revision Date: 1/12/23		Reviewed, no changes
	Revision Date: 15/2/25		Annual review

Feedback

Date	Who	Feedback	Comments
21/2/21	Derek S	Source for guidance	https://www.hse.gov.uk/pubns/ck5.pdf https://www.she.stfc.ac.uk/Pages/SC12-Appendix-3b.pdf https://www.cityofglasgowcollege.ac.uk/sites/default/files/hs-manual-handling-risk.pdf
1/12/23	Derek S	Reviewed no changes	None

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