

Scouting Risk Assessment – Crate Stacking



Date of risk assessment	6/3/26	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 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.</i>
Activity instructors and Equipment	Activity instructors	<ul style="list-style-type: none"> • Activity instructors leading and running a session to have either Scout permit or possess a national climbing qualification - CWA/RCI or higher qualification. • Activities carried out in accordance with Scout Association Policy Organisation and Rules (POR) • Activity instructor to run activity using conventional rope techniques as covered in the RCI / CWA awards • Earleywood's equipment is only to be used by Earlywood's approved activity instructors. • Any other equipment may be used at your risk (i.e. equipment is compliant and in date) 	The maximum ratio will be 1 lead activity instructor: 12 participants.
Within the compound and equipment.	All	<ul style="list-style-type: none"> • Compound checked before/during use. • All entry points secured when activity is not supervised, climbing tower area is fenced off and gate to be locked when tower is not in use. • No unauthorized entry signs in place. Equipment is kept in a secure place whenever tower is unsupervised. • Regularly remind activity instructors on the importance of ensuring area is secure. At changeover of groups, area never to be left unsupervised or unsecured. 	
Failure of Structure and Equipment	Activity instructor All	<ul style="list-style-type: none"> • Structural annual inspection of the tower by competent person. • A 6-monthly inspection of equipment by competent person. • Before and during use, inspection done by activity instructor. 	

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"> • Earlywood's equipment, harnesses, ropes, helmets will be checked by a competent person on a regular basis as advised by the manufacturer. • Records of checks will be retained. • Harnesses which are frayed, have split webbing, split stitching or any other damage will be taken out of use immediately. • Frayed/damaged ropes will be taken out of use immediately. • Helmets showing signs of damage will be taken out of use immediately. • Secure anchorage points • Crates to be stored in secure area whilst not in use. • Crates are to be inspected by activity leader at the beginning of the session. 	
Slips, Trips, Cuts & Falls (Ground Level)	Everyone involved in the session	<ul style="list-style-type: none"> • Helmets to be worn at all times within the compound. • Clean muddy footwear 	
Entanglement	Participants	<ul style="list-style-type: none"> • Ensure all long hair is tied up/back as appropriate. • Non-loose clothing/neckers to be worn, • Remove jewellery which impede the activity and necklaces tucked inside • Harness fitted securely with no lose straps. • Participants leave the ground attached to safety devices/Auto belays/Top rope systems. • Participants (younger children) fiddling with the screw gate on the Carabiner meaning the safety device is not safe. All Carabiner's have self-locking gates. • 1-2 participants to be near crate stack at a time, keeping a clear distance incase the crate stack collapses, but close enough to pass crates once asked for. • Participant to ask for another crate to be passed by hand once balanced on top of the crate stack • Crates to be cleared away from the collapsed crate stack before lowering the participant to the ground 	
Overcrowding and disorderly behaviour	Everyone involved in the session.	<ul style="list-style-type: none"> • Maximum of 12 participants in the compound. • Non-participants to observe from outside compound. 	

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<p>Failure to attach rope through beam.</p>	<p>Activity instructor</p>	<ul style="list-style-type: none"> • If no rope through carabiner or when pulling main rope through it becomes un-tied, then activity instructor must attach to pulley trolley system on beam and go out to end to re-attach rope. If this is not possible activity must be abandoned. 	
<p>Medical Incident/Injury</p>	<p>Everyone involved in the session</p>	<ul style="list-style-type: none"> • Leader in charge to have readily available an adult with current mandatory module 10 first aid training. • Leader in charge to have first aid kit. • Leader in charge/activity instructor to be aware of where nearest first aid kit is located (Scout Centre kitchen and Rowney Building kitchen). • Leader in charge to have available and be aware of all medical/allergy conditions and reasonable adjustments of everyone at risk. • Participants with reasonable adjustments to be located nearest the activity instructor and if necessary have a competent person supporting them • Leader in charge to be aware of Earleywood incident action plan and follow it. • Leader in charge establish procedures in the event of an injury at beginning of session. • Leader in charge to maintain young person/adult ratio 	
<p>Slips, Trips, Cuts, Bites & Falls</p>	<p>Everyone involved in the session</p>	<ul style="list-style-type: none"> • Leader in charge to survey the activity area before starting to prevent participants having an incident: <ul style="list-style-type: none"> ○ Mark locations of obstacles in the ground ○ Remove loose debris to a safe location ○ Mark locations of insect infestations and nests ○ Mark locations of low lying stinging or scratchy plants ○ Identify boundaries. • Wear appropriate footwear and shoelaces to be tied. • Walk, no running • Ensure the activity area is suitable for use, kept clear and tidy 	<ul style="list-style-type: none"> • Periodical checks / Be aware of any objects on the ground and remove trip hazards.
<p>Overcrowding and disorderly behaviour</p>	<p>Everyone involved in the session.</p>	<ul style="list-style-type: none"> • Leader in charge/activity instructor rules/instructions explained to participants during briefing. • Leader in charge to remain with the group. 	

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		<ul style="list-style-type: none"> • Activity instructor to stop activity immediately if: <ul style="list-style-type: none"> ○ There are too many participants using the activity ○ The participants behaviour is unacceptable or unruly ○ No leader is present from the participants group ○ Consider safety of participants is at risk • Leader in charge to resolve the issue to the satisfaction of the activity instructor before the activity starts again. 	
Animal Encounter – Wild/Domestic	Everyone involved in the session.	<ul style="list-style-type: none"> • Do not approach animal. • Do not encourage animal to approach you. • Maintain safe distance between you and the animal. • Leader in charge to scare away the animal without causing physical harm. 	
Animal Faeces	Everyone involved in the session.	<ul style="list-style-type: none"> • Leader in charge to survey the activity area before starting, remove and dispose of animal faeces. • Any animal faeces identified while participating in the activity, pause activity and Leader in charge to remove and dispose of animal faeces. 	
Weather Conditions & Environment	Everyone involved in the session.	<ul style="list-style-type: none"> • Bring clothing and equipment appropriate to the weather conditions. • 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. • In hot weather ensure adequate hydration and self-administration of sun protection. • Use torches if dark. • Wear close toed footwear (i.e. no sandals/ flip flops, etc) • Turn on activity flood lighting as appropriate 	
Missing Persons Lost individual in distress	Everyone involved in the session.	<p>Leader in charge to:</p> <ul style="list-style-type: none"> • Take regular HEAD COUNTS • Take register before activity starts. • Have In-Touch arrangements accessible. • Check mobile phone connectivity is available. 	

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Unauthorised Access Activity area left unattended Equipment unattended Theft Injury	Everyone involved in the session.	<ul style="list-style-type: none"> • Equipment to be locked away securely whilst not in use. • Participants must never be left alone with equipment. 	
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Checked by		Name: Ben Shirvill Role: Activity Director Date 26 th February 2023	
Approved by		Name: Derek Salter Role: Health & Safety Director Date 26 th February 2023	
Version Control	Original Date 26 th February 2023	Whats changed?	Rewritten and updated replacing previous version.
	Revision Date 1st February 2024		Annual review
	Revision Date 15 th February 2025		Annual review
	Revision Date 6 th March 2026		Annual review

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