

# Hertfordshire County Scout Council

## Phasels Wood Activity Centre

### Risk Assessment Sheet

**1 Activity Area**                      **Rowan**  
**Frequency of use**                      **As booked**

**2 Personnel Involved**                      **Instructors/Staff/Campers/Visitors**  
**Number of people**                      **1 – 30**

<b>3 Potential Hazards</b>	<b>4 Risk Level</b>
1 Slips, trips and falls	Medium
2 Fire risk	Low
3 Electrical Equipment	Low
4 Cleaning Equipment and chemicals	Low
5 Gas equipment & boilers	Low
6 Working at height	Low
7 Heaters – Contact & Risk of fire	Medium
8 Food Hygiene	Medium
9 Water temperature	Medium
10 Open kitchen area	Medium

**5 Measures Taken to Control Hazards**

- 1 Ensure floor area kept clear, obstructions tidied away, spills cleared and floors allowed to dry after cleaning. Ensure external areas at risk are well lit at night.
- 2 Ensure combustible material cleared regularly, fire extinguishers in place and sources of ignition controlled
- 3 Use as per manufacturers instructions, PAT regime in place, minimise trailing cables, do not overload fuses, appropriate trips on circuits. Campers advised of protocol prior to camp.
- 4 Store cleaning materials in designated areas, chemicals secured, COSHH and product specific training as appropriate. Remove industrial chemicals from buildings before public use.
- 5 Appropriate service and testing regime, keep clear of combustible materials
- 6 Use access equipment appropriate to job and for which training has been given
- 7 Signage in place to warn of risk from contact and advising not to cover.
- 8 Ensure kitchen area, fridges and cookers are cleaned prior to occupation of building.
- 9 Signage in place to advise of high temperature.
- 10 Segregate kitchen from hall when in use and advise campers to oversee children when in area/limit access during cooking.

Compilation date -	25/01/2006	Compiled by :- DS
Review period -	12 Months	
Reference Number -	PW/B009	