

# Hertfordshire County Scout Council

## Phasels Wood Activity Centre

### Building Risk Assessment



|          |                                    |   |
|----------|------------------------------------|---|
| <b>1</b> | <b>Activity Area</b>               | <b>Rowan</b>                              |
|          | <b>Frequency of use</b>            | <b>As booked</b>                          |
| <b>2</b> | <b>Personnel Involved</b>          | <b>Instructors/Staff/Campers/Visitors</b> |
|          | <b>Number of people</b>            | <b>1 – 38</b>                             |
| <b>3</b> | <b>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 Covid 19                        | 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 Ensure hand sanitiser is at the entrance to each building and signs in place. Use the cleaning management plan to ensure buildings are cleaned to set standard.

|                    |           |                   |
|--------------------|-----------|-------------------|
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