

SITE SPECIFIC RISK ASSESSMENT – H5 Adventure Ltd – The Lake at SN4 7RZ

General Risks

| Location | | Conducted by | Date conducted |
|---|-------------------|--|--------------------------------|
| The Lake, Upper Ham Farm, Royal Wootton Bassett, Wiltshire, SN4 7RZ | | Paul Webb | 4 th September 2019 |
| Hazard | Who may be harmed | Control measure | |
| Hypothermia particularly that induced by sudden cold wet weather | Team | <ul style="list-style-type: none"> Check weather forecasts in advance of all activities Ensure all participants have appropriate clothing and other equipment, including weather proof tents At least one instructor present is competent with the use of water rescue. I.e. BCU FSRT, PADI, Life Saving or equivalent or in-house trained, use of Water rescue & throw line | |
| Injury resulting from campsite flooding | All | <ul style="list-style-type: none"> Check weather forecasts daily during stay When extreme weather is forecast take care that tents are sited away from lake and on sheltered higher ground, or that other arrangements made | |
| Infection from contact with wild animals | All | <ul style="list-style-type: none"> Careful hygiene is required to ensure that hands and all cooking and eating utensils are clean, and that unnoticed contact with wild animal excrement does not lead to infection. Use toilet facilities available at the campsite Drink only water suited for drinking Do not drink water directly from the lake | |
| Burning from fire, especially from campfires or camp cooking or smoking | All | <ul style="list-style-type: none"> Use campfires with care, ensuring they do not get close to inflammable material and are not too large Do not attempt a campfire during extremely windy conditions Site camp cooking facilities carefully, ensuring they are steady and are away from inflammable material Note the site of fresh water to distinguish fires Fires must be supervised by staff Students Or staff are briefed never to smoke or cook either in or close to tents There must be a designated cooking area for each camping area and a separate fuel area set up away from cooking and camping area, if liquid fuel being used Identify a fire point during the site tour | |
| Falling injuries in dark | All | <ul style="list-style-type: none"> Ensure all group members have personal lights for use at night | |
| Cuts & Electric shock from barbed wire | All | <ul style="list-style-type: none"> Brief on avoidance warn participants during the site tour Turn off electric fence in Horse Stable | |

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Water based activities

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| The Lake, Upper Ham Farm, Royal Wootton Bassett, Wiltshire, SN4 7RZ | | Paul Webb | 4 th September 2019 |
| Location | Conducted by | Date conducted | |
| Drowning or injury in lake or river | All | <ul style="list-style-type: none"> All swimming and water based activities must be supervised closely by appropriately trained staff. Clear briefing to staff and clear instructions to participants that unsupervised activities are not allowed. First aid Staff are to brief all participants about the dangers of going near water hazards unsupervised Staff must ensure that participants camp away from any water hazards Any kit falling into water is not to be recovered until the situation is assessed by a group leader. In wet conditions water levels of streams are to be monitored by the leader in case of a rapid evacuation | |
| Injury from jumping or slipping on pontoon | All | <ul style="list-style-type: none"> Instructors should brief and check that all participants have appropriate outdoor clothing before entering the water i.e. PFD, footwear etc Instructors to ensure someone is holding the canoe or raft securely as participants board | |
| Cuts and scratches | | <ul style="list-style-type: none"> Staff to ensure access/ launch points are hazard free and students are appropriately dressed. | |
| Weather General | All | <ul style="list-style-type: none"> Staff to check weather forecast prior to each expedition/session The BCU coach to monitor the weather conditions throughout the activity Staff are to prevent inappropriately dressed individuals going on the water Staff will carry a mobile phone when needed | |
| Hypothermia | All | <ul style="list-style-type: none"> Staff must ensure sessions are active in relation to the condition of the group and the weather. Wet games to be carried out toward the end of the session or possibly not at all to prevent people getting too cold. Staff to monitor closely students getting cold especially ones who have capsized early on. Staff are to monitor participants who have been immersed for cold injury symptoms No one will be forced to take part in water based activities Staff to be aware of who is and is not a swimmer as well as who is not water confident Staff should be able to rescue capsized participants All participants to wear a buoyancy aid and helmet | |
| Hyperthermia/ Dehydration | All | <ul style="list-style-type: none"> Staff must ensure adequate water or fluid is available, and used. Staff to pay attention to suitable clothing and use of sun cream. Staff to ensure students don't over dress on hot days. | |

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| Sunburn on the water & bankside | All | <ul style="list-style-type: none"> When applicable, staff to monitor the participants, paying particular attention to sunscreen and suitable clothing |
| Lightning | All | <ul style="list-style-type: none"> Staff are not to take participants out, or continue the activity during a lightning storm |
| Drowning | All | <ul style="list-style-type: none"> A BCU qualified member of staff will be on the water with the group at all times All people on the water to be wearing a buoyancy aid and helmet Staff should be able to rescue capsized participants Staff should carry a first aid kit or have easy and quick access one on shore if operating close to the bank. |
| Polluted or diseased water | All | <ul style="list-style-type: none"> The BCU coach to check site prior to use BCU staff to monitor the conditions on the day BCU coach to brief the participants where appropriate on Leptospirosis (i.e. Weils disease) Staff to ensure that participants wash/shower after the activity, especially before handling or eating food |
| Swimming | All | <ul style="list-style-type: none"> Swimming is not part of the session but if students ask to do so it is at the digression of the BCU qualified staff member and they must continue to wear buoyancy aids. The BCU coach must closely supervise the activity There must be no diving or jumping into water (due to possible hidden dangers) All swimmers should wear suitable footwear if swimming |
| Capsize and entrapment | Participants | <ul style="list-style-type: none"> All people on the water to be wearing a buoyancy aid and helmet Participants are to be encouraged to inform the BCU coach if they see a capsize or assist if they can. Always use a BCU trained coach The BCU coach to ensure that participants are to show competence in capsize procedures prior to navigating graded water. Instructors must be proficient in throw line use. Students to be briefed on what to do if the capsize on moving water including catching a throw line. |
| Lifting injuries | All | <ul style="list-style-type: none"> Staff to brief participants on proper lifting techniques as recommended by the HSE If heavy items such as kayaks/canoes/ rafts need lifting to be moved there must be more than one person doing the lifting. |
| Fall or slip | All | <ul style="list-style-type: none"> Staff to brief the participants on the risks involved with wet walkways and slipways and inappropriate footwear Staff should carry a first aid kit or have easy and quick access one on shore if operating close to the bank Staff should carry or have easy access to a waterproofed first aid kit |
| Head injuries | All | <ul style="list-style-type: none"> Everyone must wear a helmet during the activity Staff to brief participants that there will be no diving or jumping into the water The BCU coach to brief the participants on the correct use of the paddle Staff should carry a first aid kit or have easy and quick access one on shore if operating close to the bank Staff should carry or have easy access to a waterproofed first aid kit |
| Upper torso injuries | All | <ul style="list-style-type: none"> The BCU coach to brief the participants not to deliberately collide with each other The BCU coach to brief the participants on the dangers involved in collisions and impacts The BCU coach to establish that the water is deep enough, before capsize and/or rescue drill can take place Staff should carry a first aid kit or have easy and quick access one on shore if operating close to the bank |
| Student safeguarding | Participants | <ul style="list-style-type: none"> Staff should not change or expose them selves to students while changing Staff to avoid entering changing areas unless sure that it is ok to do so and to operate in pairs |

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| | | <ul style="list-style-type: none"> • Staff to get all students out of the changing areas before checking for rubbish, left kit etc to avoid incidents |
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BUSHCRAFT

| Location | | Conducted by | Date conducted |
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| The Lake, Upper Ham Farm, Royal Wootton Bassett, Wiltshire, SN4 7RZ | | Paul Webb | 4 th September 2019 |
| Hazard | Who may be harmed | Control measure | |
| Bush craft location | Team | <ul style="list-style-type: none"> • Participants should be accompanied to the Bush craft area by a H5 Adventure member of staff | |
| Knives | All | <ul style="list-style-type: none"> • Participants are to be briefed on how to use and walk with knives • Participants are to be shown and briefed on strict hygienic levels whilst cooking | |
| Fires | All | <ul style="list-style-type: none"> • Participants that build and make fire should NOT run whilst at the site • Cold Water and/or a fire blanket should be on hand at all times • A Burns kit should be easily accessible. • Fire location – avoid overhanging branches, nearby vegetation and keep away from other activities or tents • Exercise extreme caution when lighting during prolonged periods of dry weather • Fire size appropriate to the task. • Use fire bowl when available • Briefing participants regarding behaviour, seating, placing wood on the fire • Remove trip hazards • Clear briefing on equipment and methods used. • Long hair should be tied back. • When using the drill method have brief participants on the potential for the drill to spring out when using the bow drill. • There should be close supervision by staff • Participants should be shown how to handle the lit tinder bundle | |
| Burns and Scalds | All | <ul style="list-style-type: none"> • Monitor group preparing and loading the fire. • Use leather gloves or a long stick to take pots on and off the fire • Warn all group members not to touch pans left unattended unless wearing gloves in case they have just come off the fire • Tie long hair back. • Make sure the stopper is NOT inserted into the spout a Kelly kettle if using one. • Have a burns kit and cold water easily accessible. | |

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| cooking | All | <ul style="list-style-type: none"> • Good hygiene methods, use of antibacterial • Wipes and cleaning fluids. • Use only non-meat products unless fresh and cooked under the supervision of staff • Brief group on the temperature of foodstuffs eg Marshmallows. • Use a safe volume of water in pots. • Ensure close supervision at all times. |
| Wild foods | All | <ul style="list-style-type: none"> • Only used if staff are very proficient in identifying wild foods • 100% positive identification is required. H5 Course leader to manage this. • Only ingest a small amount if it is the first time of trying • Do not collect from field edges that may be contaminated with pesticides. • Do not collect from roadside verges or where dogs are walked. • Do not collect from areas of foul or contaminated water. • Always wash before consumption. • Do not use old or dying/deceased plants. • Awareness of particular requirements of individual plants for example, nettle stings. • Only use the IOL recommended list of plants. |
| Shelter building | Participants | <ul style="list-style-type: none"> • Clear briefing and guidance on collecting and carrying materials. • Instructors should demonstrate safe manual handling. • Instructors should highlight the risk to face and eyes when moving large sticks around • Staff to demo how to pick nettles and bracken. Bend and twist from the base never pull straight out • Have leather gloves available • Avoid excessively large logs • Staff to check the shelters in their initial stages for likelihood to collapse |
| Injury from Knives saws or axes | All | <ul style="list-style-type: none"> • Only small 3inch or less knives to be used. • No knives/saws or axes to any students if there are behavioral issues • Staff to demo safe practice at the start of the session. • Cut away from yourself • Do not hold fingers on the wood close to the blade • Wood to be cut on a stable base • Staff to manage group so they can see all cutting and sawing. • The chopping area should be cordoned off and all students know what the rules are. No blades that don't lock to be used. |

Improvised Bridge Building

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| Hazard | Who may be harmed | Control measure | |
| Construction | All | <ul style="list-style-type: none"> All instructors are to be briefed on appropriate knots and entrapment hazards Helmets should be worn at appropriate times, depending on age, ability of participants Instructors are to check the apparatus before any participant mounts the apparatus | |
| Metal stakes | All | <ul style="list-style-type: none"> Instructors are to show/brief on correct use of sledge and placing of metal stakes | |
| Lifting injury | All | <ul style="list-style-type: none"> Participants should give a demonstration in manual handling before lifting the poles Poles to be carried in pairs if used by young/ small students | |
| Entrapment or injury from tripod collapse | All | <ul style="list-style-type: none"> Staff should have been briefed and watched a bridge build session before running one Staff to check the supports are properly braced before tensioning the lines Staff to monitor the supports which can slip over time. Stop and retie any loose supports Participants should be told NOT to waggle the ropes while people are crossing to prevent the tripod tipping over on them or the participant falling awkwardly. | |
| Rope burn | All | <ul style="list-style-type: none"> Use multiple people to tension the rope and to be supervised by a member of staff. | |
| Drowning | Participants | <ul style="list-style-type: none"> Do not allow participants to be attached to the rope when operating over water. They should be able to wade or swim free if they fall in. | |
| Injury to head or other part from Falling | Participants | <ul style="list-style-type: none"> Do not operate the line more than 1m above the ground at the tripod low level supports. Ensure the water is not too deep for students to wade out Ensure the person crossing is wearing a helmet and a buoyancy aid | |

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Archery

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| Hazard | Who may be harmed | Control measure | |
| Bow & Arrows | All | <ul style="list-style-type: none"> • Check the bosses' are stood up well and in place • Always face forward when shooting an arrow • Check bows before each session that they are fitted appropriately with the string | |
| Wet ground | All | <ul style="list-style-type: none"> • Make sure participants are briefed to be aware of the wet ground and not to run | |
| People passing by | All | <ul style="list-style-type: none"> • There shouldn't be anybody, as it is private land and aiming away from any track etc, but check before and during sessions that there are no passers by | |
| Eye injury | Participants | <ul style="list-style-type: none"> • instructors to remove the arrows by placing the arrow between the thumb and the index finger and the palm flat on the boss and pulling with the opposite hand • Instructor should always check behind them before pulling. • No arrows should be left at the shooting line when the instructor goes to pull arrows from the boss • No running to the boss, arrows tips can get lost in the line of vision | |
| Ankle injury | All | <ul style="list-style-type: none"> • No running to the boss. Arrows in the grass can be hard to see and the knock can still cause injury | |
| Injury through impalement by arrow | All | <ul style="list-style-type: none"> • Staff to monitor behaviour at all times • A clear demonstration to be given at the start • instructors to be GNAS or signed off by Paul Webb • no more than 6 shooting at 1 time • All participants change at the same time to avoid distractions to those shooting | |

| Activity | | Conducted by | Date conducted |
|---|-------------------|--|--------------------------------|
| Trekking – In and around The Lake, H5 Adventure | | Paul Webb | 4 th September 2019 |
| Hazard | Who may be harmed | Control measure | |
| Vehicles in Start & | All | <ul style="list-style-type: none"> • Try to locate a corner/end of start and finish location, often a car park, that will allow a safe area for participants to | |

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| Finish locations | | meet and start their expedition |
| Road Crossings | Participants | <ul style="list-style-type: none"> •Instructors to wear High Viz jackets where appropriate while at road crossing checkpoints •Instructors to oversee A road crossings of teams of participants |
| Road crossings on A4361 | All | <ul style="list-style-type: none"> • This can a fast road, so Instructors to make sure they are on these crossings overseeing the participants |
| Poor Right of Way signage | All | <ul style="list-style-type: none"> • Either way mark the route or have a lot of adult supervision going through the route, north off the by way, east of Broad Town, at GD 097 763 |
| Upset landowner | All | <ul style="list-style-type: none"> • The landowner between the grid references of 094793 to 106798 can be volatile and has threatened to block the Rights of Way if we use them. Please avoid to further escalate any bad animosity |
| Getting lost at GR120 772 | Participants | <ul style="list-style-type: none"> • Teams trekking to the West, can easily mislay the track at GR 120 772, instead of the public footpath which they should take at GD 123 773. Instructors to remind the teams about this at checkpoint before |
| Sometimes electric fence blocking Right of Way | Participants | <ul style="list-style-type: none"> • Sometimes there is an electric fencing blocking the Right of Way in field GR 084 792. Course Director to get an instructor to trek this leg before any teams come through to confirm walking on. If blocked, and appropriate, have teams walk on grass verge 150 meters along edge of Broad Town road, between GR 086 793 and 086 794 and then box round to get back on route |
| Camping at St Katherines Primary School | Access to venue | <ul style="list-style-type: none"> • Participants to be aware that other users could gain access to site and that participants should me camped at the rear of the field and the staff, along the hedge adjacent to the road |
| Getting Lost | Participants | <ul style="list-style-type: none"> • Bridleway from 171 726 to 179 72 no longer exists |
| Dog bites & Landowner | All | <ul style="list-style-type: none"> • Long Barn House at 087 784. Public Right of Way goes straight through drive of this property, through a side wooden gate, right next to the electric gate entrance. The landowner is extremely helpful, but the right iof way is not marked on the ground, and thus it is appropriate to have a H5 Instructor to walk the participants through the property |

There is Defibriliator situated at Broad Town Village Hall, Broad Town Road, Broad Town, Swindon, SN4 7RL. You need to RING 999 FIRST to get help on the way as soon as possible. If you are 200 meters of the Hall they will automatically tell you about the defibrillator and **tell you the access code**

hospitals sn4 7rx

Rating ▾ Hours ▾

- BMI The Ridgeway Hospital**
4.3 ★★★★★ (7) · Private Hospital
4.6 mi · Moorstead Rd
01793 814848
Open 24 hours
- Great Western Hospital**
3.9 ★★★★★ (75) · General Ho...
7.3 mi · Marlborough Rd
01793 604020
Open 24 hours
- Ridgeway View Family Pra...**
5.0 ★★★★★ (1) · Medical centre
4.4 mi · Wroughton Health Centre, ...
01793 814570
- Chippenham Birth Centre**
5.0 ★★★★★ (3) · Hospital
10.9 mi · Chippenham Community...
01249 456434
- Mr Simon Hawkins- Wiltshir...**

Map showing locations of hospitals and medical facilities in the SN4 7RX area, including BMI The Ridgeway Hospital, Great Western Hospital, Ridgeway View Family Pra..., Chippenham Birth Centre, and Mr Simon Hawkins- Wiltshir... Other nearby facilities include New Court Surgery, The Laser Clinic, Staff Support Services, and Savernake Hospital.