

## RISK ASSESSMENT FORM

<b>Workplace</b>	Buzz Active – Bushy Wood	<b>Likelihood (L)</b>	<b>X</b>	<b>Severity (S)</b>
<b>Risk Assessor</b>	Tom Fallon	Almost Impossible	1	Insignificant (minor injury, no time off)
<b>Activity/Task</b>	Crate Stacking	Unlikely	2	Minor (injury and up to 7 days off)
<b>Date reviewed</b>	11/02/2025	Possible	3	Moderate (injury causing more than 7 days off)
<b>Benefit of activity</b>	Learning new skills, fun, develop trust, self-esteem, confidence, physical activity, develop coordination, strength, flexibility,	Likely	4	Major (death or serious injury)
		Almost Certain	5	Catastrophic (multiple deaths)
		Low = 1-8	Medium = 9-14	High = 15-25

What are the significant, foreseeable, hazards? <i>(The dangers that can cause harm)</i>		Who is at Risk?	Current control measures <i>(What is already in place/done)</i>	Risk Rating			What additional control measures can be put in place to reduce the risk further?	Revised Risk Rating		
				L	S	R		L	S	R
1.	Manual Handling	All	Staff to not carry more than two set ups at one time. When pulling the rope through using the tracer don't pull hard or force it, when tailing the rope with group, face the wall and the climbers to prevent twisting and awkward movements. Kneel to adjust the ground anchor don't just bend putting strain on your back. Don't carry bunches of helmets and harnesses long distances use the trolley provided.	2	2	4				

2.	Instructor Qualifications	Staff	<p>All instructors to hold relevant qualifications or experience as below;</p> <ul style="list-style-type: none"> <li>- Hold the ERCA Site Specific High &amp; Low ropes instructor (Valid for 3 years)</li> <li>- In-house site specific training delivered by Tom Fallon &amp; In-date assessment by Ellis Bird.</li> <li>- Hold the CWI + Site Specific Induction delivered by Tom Fallon.</li> </ul>	1	4	4				
3.	Rigging and set up	Staff Participant	<p>Visually inspect the kit as setting up. This is signed off daily. Check all metal work. Check the rope for any damage or signs of wear.</p> <p>Set up ground anchor using a semi direct system.</p> <p>Belay master must be used on climber With gate shut and checked.</p>	2	3	6				
4.	Vandalism/damage causing failure	Staff Participant	<p>Routine daily inspection of the compound, walls and surrounding prior to use and recorded on the inspection sheet. Compound to be locked at the end of the day and no equipment left out unattended. Anything that has been spotted must be reported to the senior in charge and taken off session if not fit for use. Vegetation to be kept clear.</p>	2	4	8				

5.	Wearing inappropriate equipment	Staff Participant	<p>The Instructor to check that the climber is to be correctly fitted in a harness and helmet as below;  Climbing- Sit Harness &amp; Helmet.  If small or overweight to wear a chest harness.  <i>Crates, All Aboard &amp; Jacobs Ladder – Sit Harness, Chest Harness &amp; Helmet.</i></p>	2	3	6				
6.	Lowering the climber	Staff Participant	<p>Instructors are to brief participants they are not to touch the leaver on the Gri Gri.  Instructors are to be directly involved with the lower ie. They must do the lower.  Instructors need to keep line of sight with all other active ropes &amp; Climbers.  Redirect Karabina can be used for lowering.</p>	2	3	6				

7.	Falling Climber	Staff Participant	<p>Climbers must be attached using a belay master checked by the instructor prior to use. All belayers to use a gri gri and the dead end of the rope to be tailed by 4 hands or the instructor. Participants to help bell ring with a minimum of 4 hands on the tail of the rope. Larger climbers must be kept especially tight when close to the ground due to the added rope stretch. Belayers must be in direct line of ground anchor to stop being pulled forward in case of a fall. Follow ABC in a straight line.</p> <p>Strong briefing for the whole group of what to do in case of coming off the wall.</p> <p>The group to help the climber with spotting and assistance with route planning.</p> <p>Belay to be set up with correct height for each climber.</p> <p>Visual inspection to the wood chippings and the floor before the session. Use a rake to move chippings if needed.</p> <p>No climber to go above the last climbing hold or on the ledge. – need to monitor</p>	2	4	8				
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8.	Belay failure	Staff Participant	<p>All equipment visually inspected prior to use. Instructor will teach bell ringing system for belay, using a gri gri and semi direct ground anchor. All hair, hands and loose clothing to be kept away from the belay device.</p> <p>Participants to demonstrate the bell ringing technique before the climber leaves the floor.</p> <p>Instructor must check the belay is clipped in and threaded correctly before any climbing takes place. If the instructor is not tailing the rope, there must be 4 hands on the rope.</p> <p>The ground anchor is tight and the A, B, C is kept in alignment. Without those tailing the rope being directly below the climber.</p> <p>It is acceptable for instructor to be belaying independently using the conventional 5-point method, (up, down, one, two, three)</p>	2	4	8				
9.	Strains and muscle injury	Staff Participant	<p>Instructor to brief the group on climbing technique. Good warm up prior to session. Briefing on stepping across and leaning over crates.</p>	2	3	6				

10.	Equipment failure and entrapment	Staff Participant	<p>Harnesses and helmets to be checked by instructors prior to use and fitted correctly. If the client needs to remove any equipment for any reason, then it must be checked again by the instructor before joined in the session again.</p> <p>Toggles, loose clothing and jewellery to be secured or removed.</p> <p>Long hair to be tied back and/or tucked out the way.</p> <p>Ensure trainers are done up tight and any concerning objects in pockets removed.</p> <p>If a tracer is dropped only qualified staff may retrieve the line under the supervision of a qualified belayer. – <i>Refer to the access &amp; working at height risk assessment.</i></p>	2	4	8				
11.	Thunderstorm	All	<p>Activity stopped and participant to come down. Participants to move away from the tree area.</p> <p>Checking weather forecast before the day. Sessions to shut if amber or red weather warning issued. If yellow, please make a judgement on the day with a dynamic risk assessment.</p>	2	3	6				
12.	Weather	All	<p>Dress appropriately for the conditions, strong briefing as surfaces get slippery in the wet. Monitor groups in severe heat and allow breaks for water and shade.</p>	2	2	4				

13.	Biohazards	All	Visually check the area for any matter that may impact the session. Remove, if possible, wash hands after the session.	2	2	4			
14.	Group behaviour	All	If dangerous stop the session and remove from the area. Strong briefing given by instructor for communication and safety. Group to be adequately always supervised when on the ground. No one to walk under the climbing wall and if not climbing to stay outside the belay area. Helmet to be always worn when in the compound. If there are problems alert the senior onsite immediately. If a climber tries to remove themselves from the system, put the ropes in very tight.	3	2	6			
15.	Crate Stack Safety Brief		1 – Please don't climb unless agreed by instructor before hand 2 - Belayers, please don't touch the black leaver on the gri-gri, this is for the instructors only 3 – Stackers, communicate with the climbers when stacking crates, be mindful of fingers. Stand back when climbers are moving. 4 – Stackers, falling crates, identify "safe zone" 5 – Climbers, don't hold onto the rope, hold onto your partner. 6 – Climbers don't step onto a crate until the stackers have moved away. 7 – Instructors to monitor the lines not crossing.	1	5	5			

16.	Stacking Crates – finger injuries	Staff Participant	Safety briefing to group warning of the dangers. Instructor to always watch and monitor the group. Crates must be stacked properly and held at the sides not with fingers underneath. Watch out for climbers standing on the crates before fingers have been removed. Good communication between the group and staff at all times.	3	2	6			
17.	Crates falling	Staff Participant	Instructors and participants must be wearing a helmet when within the inner ring of the crate stacking area.  When buzz word shouted all must go into the safe zone. Constant visual on the tower always. Strong group control with participants on the ground moving the crates. Stacking crates a certain way will help them fall away from the belayers, not allowing the tower to go to high, be aware of the wind and gusts and direction, managing the group and strong briefing.	2	3	6			
18.	Broken crates failing causing unexpected collapse or injury	All	Crates to be visually checked every session, any broken ones removed, reported and logged. Instructor brief to group warning of dangers.	2	2	4			

19.	Falling climber	Staff Participant	Climbers must be tied in with a sit harness and chest harness combination and be checked by an instructor before they leave the floor. All slack taken up constantly. At least 4 hands on the dead end of the rope. The ABC must all be in line to stop the belayer being pulled forward. Heavier clients to be watched carefully when low to the ground and the rope to be kept tight always. Brief to include what happens when crates fall over and the dangers of being lowered onto unstable crates. Crates to be removed to prevent injury. Group to stay clear of crates and participants when lowering.	2	4	8			
20.	Falling on to crates	Participant	The belayer must keep the slack out of the rope in case of climber losing balance and coming off the crates. Make the climber aware of the possible risk of landing on the crates beneath them.	2	2	4			

**Action Plan (when will the above additional control measures be implemented and by whom?)**

Action	By Whom?	Deadline	Date Completed
Ground anchor points to be made more visible as they are a trip hazard	Chief Instructor	31.05.2024	1/05/2024

**Signature and review**

<b>Name of Manager:</b>	Richard Wilson	<b>Signature:</b>	RW	<b>Date:</b>	01/04/2017
<b>1<sup>st</sup> review undertaken by:</b>	Richard Wilson	<b>Signature:</b>	RW	<b>Date:</b>	23/08/2019
<b>2<sup>nd</sup> review undertaken by:</b>	Pip Lansdown	<b>Signature:</b>	PL	<b>Date:</b>	18/01/2023
<b>3<sup>rd</sup> review undertaken by:</b>	Pip Lansdown	<b>Signature:</b>	PL	<b>Date:</b>	14/07/2023
<b>4<sup>th</sup> review undertaken by:</b>	T Fallon	<b>Signature:</b>	TF	<b>Date:</b>	01/04/2024
<b>5<sup>th</sup> Review undertaken by</b>	R Wilson	<b>Signature:</b>	RW	<b>Date:</b>	11/02/2025