



RISK ASSESSMENT FORM

Workplace	Buzz Active	Likelihood (L)	X	Severity (S)
Department	Children's Services	Almost Impossible	1	Insignificant (minor injury, no time off)
Risk Assessor	R Wilson	Unlikely	2	Minor (injury and up to 7 days off)
Room/Area	Orienteering challenge at Bushy Wood & Nature Walk into Abbotts Wood	Possible	3	Moderate (injury causing more than 7 days off)
Activity/Task	Walking with a compass/ Team games	Likely	4	Major (death or serious injury)
Date reviewed	11/02/2025	Almost Certain	5	Catastrophic (multiple deaths)
Benefit of activity	Team cohesion/ planning and executing a journey	<div>Low = 1-8</div> <div>Medium = 9-14</div> <div>High = 15-25</div>		

What are the significant, foreseeable, hazards? (the dangers that can cause harm)		Who is at Risk?	Current control measures (What is already in place/done)	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.	Adverse Weather	All	Appropriate clothing and suncream, bring water hats etc. If strong wind then checks for canopy safety, consult Mark at Bushy wood if closing the site. If thunder and lightning stay from under the trees. Take group shelter and extra clothing.	1	3	3				
2.	Slips trips falls due to uneven surfaces	All	Suitable footwear. Due care to where you are going. Good communication and group briefing for awareness of surfaces. Shoelaces to be done up.	1	2	2				
3.	Scratches from vegetation	All	Group briefing to include the dangers of outside space and awareness of different plants in proximity. Limit running through the vegetation, keep hands up in front of face to protect the head.	2	2	4				

3.	Other people/dogs	All	Do not approach unfamiliar dogs. Stay together in at least 3s. Be mindful of engaging with other forest users. Talk to the group for any phobias.	1	2	2			
4.	Struck by cyclists	All	Being aware of trail heads and exit routes onto pathways and group positioning on pathways IE don't walk up the cycling tracks	1	3	3			
5.	Horse riders	All	Being aware of trails and group positioning on pathways. Keep the group to one side and quiet to not frighten the horse.	1	3	3			
6.	Vehicles	All	Be aware other forest users may have vehicle access. Be aware that vehicles may be using access roads. Good communication through the group to pass messages back and forth.	1	3	3			
7.	Crossing the road, struck by traffic	All	Crossing road managed by staff using two to see the group across the road, either by stopping traffic/ waiting for traffic to stop, or an appropriate gap. Use spotter on corner. Ensure clear bringing and tight group control. Hi vis to be worn by leaders.	2	5	10			
8.	Getting lost in the forest	All	Group briefing and orientation using map and compass. Highlight muster points (visitor centre car park) groups of 3 minimum, stay within earshot. Ensure understanding of map and compass use. Maps for all groups and minimum of three in a group if older if younger a leader to accompany.	2	2	4			

9.	Being struck by falling debris	All	Canopy to be visually checked, Dynamic risk assessment especially after strong winds. Stay on pathways. Avoid areas where fallen trees may be hung up or loose branches are hanging etc.	1	2	2			
10.	Being struck by an object (team building tasks) rope swings	All	Briefings on awareness of others and using caution before starting team building tasks. Staff to assess safety of any shelter structure. Rope swings not to be used, no sticks to be thrown or swung.	1	4	4			
11.	Log piles and forestry works	All	Heed warning signs. Do not climb on any cut logs etc.	1	4	4			
12.	Lost in the dark	All	Make sure each group have torches. Group briefing and orientation using map and compass. Clear instruction on EAP. Each group has an instructor with a radio and a phone with charge and the appropriate numbers	4	1	4			

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

Action	By Whom?	Deadline	Date Completed
Rope swings found in the forest are not to be used.	All	Ongoing	ongoing

Radios to be carried by staff	All	Ongoing	ongoing

Signature and review

Name of Manager:	R Wilson	Signature of Manager:	R Wilson	Date:	24/05/2022
1 st review undertaken by:	P Lansdown	Signature of Manager:	P Lansdown	Date:	18/01/2023
2 nd review undertaken by:	P Lansdown	Signature of Manager:	P Lansdown	Date:	23/1/2024
3 rd review undertaken by:	R Wilson	Signature of Manager:	R Wilson	Date:	11/02/2025