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Risk Assessment Workshop

Objectives of this session are:

- Gain a better understanding of Risk Assessment
- Myth bust some common misconceptions
- Share your experiences
- Share your own best practice

Sharing is Caring!

What do you like or dislike the most about Risk Assessment?

Please put a comment in the chat.

Discussion Time!

We will now look at some of your Risk Assessment wishes and woes.

Time for some Myth Busting



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Hazard
Risks
Use and Review
Risk Assessment
Share
Who?
Control Measures

Hazard

- Something that could cause harm
- For Example- Cooking





Risks

- What could this hazard cause?
- Examples based on cooking:
- Burns
- Allergies
- Food Poisoning

Who Could be Harmed?

- Who is at risk? (Everyone based on my cooking!)
- Example based on Cooking- Food Poisoning-
- All Participants who are eating
- Catering Team





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Control Measures

- What can we do to reduce this risk?
- Examples Based on Cooking- Food Poisoning-
- Temperature Checks on Food (using appropriate probe)
- Cleaning Products Available to keep surfaces clean
- Team training and briefings
- Hand Washing facilities available
- High Risk Foods stored appropriately
- Food kept refrigerated

- **Remember to KEEP IT SIMPLE**

Share with Everyone!

- **Make sure you share with everyone- young people and adults**
- **Effective communication – how ?**
- **This doesn’t mean you have to read it out word for word but make appropriate people aware of the risks.**
- Make sure it is accessible (OneDrive, Cloud, paper etc)
- If you’re printing, make sure it’s stored safely, the weather can ruin a risk assessment.





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Use and Review

- Go out and put it into practice
- Don’t be worried if it doesn’t quite work, make changes, but remember to share the changes with everyone
- Dynamic review – change things as needed and record it
- It’s ok to say **STOP**!
- Even if everything goes swimmingly, remember to review at least annually

Time for a Task!

Get back into your breakout groups

Each group will have an activity scenario. Think of some Hazards, Risks and Control Measures and share them in the chat. Nominate a group member to note them down, ready to share with the wider group.

Hazard **Risk** **Control**

What have we come up with?

Do we feel this is an appropriate and adequate Risk Assessment based on each scenario?

Remember to **keep it simple.** Most Scout Volunteers/ Young People are **not** Safety professionals!

Dynamic Risk Assessment

Identify

- Identify a new Hazard, Risk or Control Measure
- We can't get everything right first time
- Change a control measure as you identify a change in risk
- Don't ignore a need for change

Share

- You NEED to share this information with everyone it effects.
- Many methods to do this
  - Group Chats
  - Shared document folders
  - Safety Briefing
- Not useful if not shared

Record

- Recording this gives us proof that we adjusted the Risk Assessment to suit the change in conditions/ risk of an activity.
- Can be on paper, phone notes etc
- Group chat helps share and record

Remember to update your main risk assessment!

Next Task!

It’s time to hone your skills...
We'll be going back into the breakout groups.

Using the blank risk assessment template, begin a simple risk assessment for an activity or task you regularly encounter in your current roles.

The Safety Briefing

We need to make sure this safety information is shared with our participants.

Pick out a couple of key points you will need to make sure are in your Safety briefing.

Confidence Check.

How are we all feeling about Risk Assessments now?

Any Questions?

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Thank you