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| **Name of activity, event, and location** | **1st Anytown Scouts – Parade – Example**  Remember – this is just a starting point for you to assess the risk of your event and you will need add or take away hazards & controls according to your own findings. | **Date of risk assessment** | **1 November 2023** | **Name of person doing this risk assessment** | **Leader one (working with others)** |
| **Date of next review** | **1 November 2024 or before next parade** |

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| **What could go wrong?**  What hazard have you identified?  What are the risks from it? | **Who is at risk?** | **What are you going to do about it?**  How are the risks already controlled?  What extra controls are needed?  How will they be communicated to young people and adults and remain inclusive to all needs? | **Review & revise**  What has changed that needs to be thought about and controlled? |
| **A hazard** is something that may cause harm or damage.  **The risk** is the harm that may occur from the hazard. | For example: young people,  adult volunteers,  visitors | **Controls** are ways of making the activity safer by removing or reducing the risk from it.  For example, you may use a different piece of equipment or you might change the way you do the activity. | Keep **checking** throughout the activity in case you need to change what you’re doing or even **stop** the activity.  This is a great place to add comments which will be used as part of the review. |
| **Uneven terrain** – leading to increased risk of other hazards. Additional consequences of being lost and exhausted. | All those taking part | Make sure routes are suitable for all participants – consider any reasonable adjustments for those with additional needs and the physical capabilities of all, particularly those in younger sections.  Consider transitions between surfaces and trip hazards.  Have good stewarding to keep people on the correct course and remind them of any particular physical hazards.  Provide clear instructions regarding the route and design to parade leader to ensure the route is followed. |  |
| **Unauthorised use of route** |  | Ensure an early conversation is had with those with responsibility or control of the land which the route covers.  This may be a landowners, but most often will be a public road or pathway and permission may be required from the local authority and police. |  |
| **Meeting up / Setting up to start** |  | Have a safe space to meet and form up the parade. If possible away from roads and moving vehicles.  Have stewards to help inform participants and to monitor any traffic.  Brief all participants on the event and of all controls put in place that they need to follow.  All participants are informed of the meeting point, starting time and what the parade and service entails  Check everyone is present and be clear on headcount for regular checks throughout the event. |  |
| **Roads and traffic** – injuries from collisions between vehicles and people. | Young people, leaders | Has an application been made to the Council for the road closure.  Will the Police will be undertaking the ‘rolling road closure’ with the assistance of Stewards to stop the traffic on the roads that the parade is moving on?  Do any stewards need to undertake training to support the road closure.  All Stewards have received written notification of what is expected of them, the route that is being taken and who to contact if a situation occurs.  If possible, choose a route with minimal use of roads without a footpath.  Brief young people on safety around roads and expected behaviour.  Adults directly supervise any crossing (one on each side of the crossing point). Use designated crossing points if possible, supported by stewards in HiViz.  Leaders at the front and back of the group wear hi-visibility jackets. |  |
| **Weather** – rain before and during the hike, hot weather causing heat exhaustion or sun stroke. Cold weather causing hypothermia. | Young people, leaders | Monitor weather forecast in advance. If extreme heavy rain/ very cold or cery hot weather forecast then plan alternative or cancel.  Advise participants on suitable clothing to wear and carry (including sun protection, coats and waterproofs).  In cold/wet weather, use of layers under uniform, consideration of coats over uniform if weather is inclement.  If hot, everyone to bring a filled water bottle and apply sun cream in advance.  If it’s very hot ensure leaders keep checking that participants are coping with conditions.  Review route before and during the parade considering weather conditions, for example, if it’s too cold/hot or wet to continue.  Consider needs for shelter (extreme heat or cold), is there somewhere to warm up or get out of sun/rain.  Make sure routes have escape routes or alternatives. |  |
| **Health & Wellbeing –** injury to self or others, fainting or dizzyness | Young People  Leaders | Time allocated in section meetings before event for discussion with young people around topic and what to expect.  Flagbearers to have opportunity to practice prior to event. Instruction on how to safely walk with a flag.  YP/parents reminded of the importance to eat and drink before event to reduce the risk of fainting.  Avoid prolonged standing still to avoid fainting.  Leaders to monitor all young people and other adults for signs of dizziness/ fainting during the event, particularly when standing still.  Everyone know to alert someone and sit down on the floor if they feel faint at any time. |  |
| **Parade disperses –**  Dismissal from Church or War memorial | Young people, leaders | Members of Parade and supporters advised to take care as the area around the finish point as there will be crowd and traffic movement.  Leaders for each Group/Section are responsible for checking off and dismissing their own members.  All young people will stay with their respective Leader until they are handed back to parents in a controlled manner, or the parents have given permission for the older YP to go home by themselves. |  |
| **Emergencies** | Young people, leaders | Leaders will have an emergency contact for each young person attending the parade and an In Touch system in place.  First Aid kit with designated First Aider, who is known to Leaders and is not part of supervision ratios.  Follow the [Purple Card](https://www.scouts.org.uk/volunteers/staying-safe-and-safeguarding/safe-scouting-cards/safe-scouting-and-emergency-procedures/) guidance if an incident occurs. |  |
| **What other Hazards arising do you need to consider?**  **Never be afraid to stop and activity if it becoming unsafe!**  This Risk Assessment does not cover activities (eg: games, free time, open fires, outings, contingency plans), which will each require their own. You may also need to consider any specific individual needs.  Check [Activities A-Z](https://www.scouts.org.uk/volunteers/running-your-section/programme-guidance/general-activity-guidance/) to see if any need Permits or qualifications to run them.  There are [Example risk assessments](https://www.scouts.org.uk/volunteers/staying-safe-and-safeguarding/risk-assessments/example-risk-assessments/)  to use as a starting point  Don‘t forget, as part of your programme planning, you should have contingency activities in reserve just in case you can t do what was planned or you need to stop half way through. Make sure this is shared with those involved, so everyone knows how to respond. You should have risk assessed contingency activities prior to them taking place and communicated key information to those involved as with all activities. | | | |