**Bag Packing at Supermarket**

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| **Hazard & Risk** | **Who might be harmed** | **Consequence** | **Procedures / Standards** | **Safeguards / Precautions**  | **Further Actions** |
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| Slips, Trips, Falls, Collision with furniture, walls, fittings or similar. | Cubs, Leaders, Helpers Shoppers, (especially the elderly) | Most likely consequence is cuts, bruises or broken limb for elderly customer. | No specific qualifications required except appointed leader must be on the premises (must be qualified first aider or have another first aider available). | Prior briefing of rules and specific precautions – e.g. safe lifting, putting down, carrying, keeping walkways clear, use of trollies….Clean up spills immediately.Access to telephone to call emergency services if necessary. | Discuss arrangements with shop management. |
| Child protection | Cubs/Scouts | Inappropriate contact | “Young People First” | Adult supervision for each till. (say 2 tills/adult) Adult supervision of outdoor trolley pushing - Explorers+ onlyNormal supervision by leaders | Written permission for under 18’s required |
| Breakages/damage | PurchasesBagsCustomer cars | Cost of replacement |  | Sensible packing rules to be followed:* no overloading bags
* frozen /cool items packed together
* tins and heavy items packed at bottom
* greengrocery packed together
* bottles/liquids packed upright
* cleaning items (e.g. bleach) and food items to be separate

Adult supervision of trolleys taken to cars.  | Clearly explain these to the Young people |
| Car park/road accident | All |  | Highway code | Adult supervision of trolleys taken to cars.Cross road only at marked crossings. | Ensure sufficient adults to assist |
| Money loss/legal matters | Group funds |  |  | Collection of money controlled by Over 16’s only.Counting done by at least 2 adults. | Label boxes with charity number. |
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