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| **Name of**  **Section or**  **Activity** | 1st Anytime Scout Group - Cubs | **Date of**  **risk**  **assessment** | 5th Sept 2020 | **Name of who**  **undertook this risk**  **assessment** | Leader B | **COVID-19**  **readiness level**  **transition** | Red to Amber |

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| **Hazard Identified? /**  **Risks from it?** | **Who is at**  **risk?** | **How are the risks already controlled?**  **What extra controls are needed?** | **What has changed that needs to be thought**  **about and controlled?** |
| ***Hazard*** *– something that may cause*  *harm or damage.*  ***Risk*** *– the chance of it happening.* | *Young people,*  *Leaders, Visitors?* | ***Controls*** *– Ways of making the activity safer by removing or reducing the risk from it.*  *For example - you might use a different piece of equipment or you might change the way the activity is carried out.* | *Keep* ***checking*** *throughout the activity in case you need to*  *change it…or even* ***stop*** *it! This is a great place to add comments which will be used as part of the review.* |
| Maintaining social distance at drop  off and pick up: higher risk of infection spread if social distancing not maintained. | All | * Location - outdoor public parks. The exact drop off location will be specified to parents in advance and will be a different location to any other group from our Scout Group meeting at the same time * Parents to park cars and remain in cars or next to their car for both pick up and drop off to ensure they stay socially distanced from other parents and kids not from their household/bubble * Leaders will be clearly visible from the drop off and pick up point. Parents to send young people to the leaders. * For pick up Leaders will allow two or three young people at the time to walk up to their parents waiting in or next to their cars. |  |
| Maintaining social distance during  meeting: higher risk of infection  spread if social distancing not maintained. | All | * Small groups at all times, size in accordance with HQ guidance (max 15 Cubs and up to 5 adults) with enough adults within each group to at least comply with recommended adult to child ratios for outdoor meetings (For Cubs that is 1 to 8 plus a Leader in charge) * Markers (hula hoops) set out to show where each young person to sit/stand on arrival at least 2m apart sanitised before and after each meeting * Minimum 2m separation between individuals maintained apart from where first aid requires closer contact. * Where closer contact necessary i.e. to apply first aid, PPE used to include face mask and disposable gloves * Activities designed with social distancing in mind. Young people may move around during activities but must still be 2m away from individuals and at least 25m distance from any other groups of Scouts. Also to keep at least 2m away from any public footpaths. * All participants will be reminded of social distancing rules prior to commencement of each meeting * Any young person who fails to maintain social distancing repeatedly to sit out the rest of the evening. If after considerable reminders and sitting out the rest of a meeting they still fail to maintain social distancing at future meetings then will not be able to attend to future face to face sessions until such time that social distancing rules are relaxed or changed. * Registers kept on OSM which can be referenced if contacted by Track and Trace. |  |
| Hygiene of people: higher risk of  infection spread if proper hand washing not carried out. | All | * Hand sanitiser dispensed on arrival. Positioned on the floor or a foldable table to help maintain social distancing. Supervised by adult in appropriate PPE (mask minimum) to ensure it is done properly. * Hand sanitizer available throughout the meeting as there are no toilets at BP Park * Parents provided information on how to use hand sanitiser appropriately prior to attendance and asked to share this with each young person * If attendee (or member of attendee’s household/bubble) has displayed symptoms within the previous 14 days, they are not allowed to attend unless the person with symptoms has a negative COVID test. * Parents/leaders asked to certify no symptoms in initial consent. * If an attendee begins to display symptoms during the meeting they should immediately be isolated away from others and parents called to collect them. If Leader is required to sit with young person whilst waiting for parents then leader must wear PPE (mask minimum) * Any disposable gloves used and/or disposable masks used whilst under 2m distance from someone e.g. after administering first aid are to be removed carefully to avoid touching the outsides and placed immediately after use into a plastic bag and then double bagged and disposed of safely in a bin |  |
| Hygiene of activity equipment:  Higher risk of infection spread if hygiene not carried out. | All | * Activities designed to minimise equipment being shared * All equipment to be used should be sanitised by a Leader (wearing PPE i.e. disposable gloves) prior to use and after each use. Only equipment that can be sanitised (e.g. plastic balls) to be used. * Where equipment is shared between individuals sanitised by a Leader wearing disposable gloves before passing on * Activities such as crafts will be designed so that a young person can complete them by themselves and each young person will be given their own pack to complete the activity which will have been prepared in advance. |  |
| Use of outdoor spaces: access to space less controlled, cannot be cleaned, adverse weather. | All | * No permanent outdoor equipment to be used i.e. park benches, picnic tables etc * Any temporary benches or tables provided by the Scout Group e.g. folding ones, to be sanitised before and after use using a suitable spray cleaner. If any equipment is provided by the child and/or their parents/guardians, e.g. folding chairs for them to sit on, then it must only be used by that child. * Appropriate first aid cover (trained leaders and first aid kit inc PPE e.g. mask and gloves for anyone having to administer first aid) * All youth members and adults to bring a waterproof coat and a warm coat or extra jumper with them to ALL meetings plus waterproof trousers if they have them. * In the event of poor weather Leader in charge to decide whether the activity needs to be cancelled or whether appropriate clothing i.e. waterproofs means it can continue. * Weather forecast looked at and young people asked to bring/wear clothing appropriate to any anticipated weather. If the weather forecast is too poor in advance of a meeting then the outdoor meeting will be cancelled and if possible a virtual meeting held instead. * In the event of extreme unanticipated weather Leader in charge to decide to end meeting early. * All parents to be made aware that they may be called to pick up their children early in the event of adverse weather * All members parents/guardians to be made aware that there will be no access to toilet facilities during the meetings so youth members should be encouraged to go to the toilet before the meeting. * At least 2 bright LED lanterns to be available to use should it get dark enough for them to be required. These will need to be sanitised before and after use and if anyone has to move them. |  |
| Food and drink risk of infection from contact with face | All | * All attendees to bring their own food and drink. All drinks bottles should be clearly labelled with members’ names and there is to be no sharing. * Hands must be cleaned using hand sanitizer before eating. |  |
| Other notes | All | * Express written consent required from parents/guardians for their child to be allowed to attend face to face sessions * Very clear instructions given to parents/guardians that their child MUST only attend sessions they are specifically invited to attend, no swapping sessions with other Cubs. * Risk assessment communicated in advance to leaders and parents. Young people reminded of rules each meeting. * All adults to have DBS check and completed minimum of safety and safeguarding training. |  |

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| ***Review:*** *This risk assessment is for a section to move from one COVID Readiness alert level to the next, an additional risk assessment should be produced for each move*  *proposed.* |

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| **Checked by**  **Line Manager** | GSL X- 4/9/20 | **Checked by Executive** | Chair - XXXX - 5/9/20 |
| **Approved by Commissioner** |  | **Approved by Executive** |  |
| **Notification of**  **level change** |  | | |