

General Site Use Risk Assessment

Site / activity: SQUIRREL WOOD SCOUT CAMP SITE GENERAL USE OF SITE RISK ASSESSMENT

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Date: 21ST JUNE 2026

Review: 21ST JUNE 2027

Hazard / activity	People involved	Control measures / procedure	Review / notes
Slips trips and fall -General Risk – Bruises and cuts broken bones sprains, other impact injuries	Young People Adults Staff	<p>Pedestrianised areas and paths kept clear across the site.</p> <ul style="list-style-type: none"> • Lighting provided in busy areas such as around accommodation buildings and toilet block. • Group leaders advised to brief young people to take care and not to run when moving around woodland areas. • All volunteers are First Aid trained. • First Aid kits located within all of the buildings and instructed activity zones. • Group leaders required to carry their own First Aid kits. 	
Use of the Car Park – Vehicles moving around the site Risk – Injuries caused by vehicle impact with pedestrians, such as cuts and bruises, fractures and sprains, head injuries.	Young People Adults Staff	<ul style="list-style-type: none"> • Site speed limit is 5mph • With the duty warden's permission, visiting vehicles may unload and load at the perimeter of the allocated campsite. Do not drive onto camping pitches. Drivers must observe the 5mph speed limit and use hazard lights while moving on site. <p>Vehicles must return to the car park immediately after unloading or loading. Keep tracks, gates and emergency access clear. Other vehicle access requires site authorisation.</p> <ul style="list-style-type: none"> • Gates along the track may be closed at times. Follow the duty warden's instructions for access and observe the one way traffic system on the site access road and around the camp centre. • During times of high traffic volume Squirrel Wood staff in high-vis jackets will be present to assist in directing traffic and pedestrians. 	

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<p>Fire -Buildings</p> <p>Risk -</p> <p>Injuries associated with large-scale fires, including burns, smoke inhalation, impact injuries from falling materials or explosion debris etc.</p>	<p>Young People</p> <p>Adults</p>	<ul style="list-style-type: none"> • All buildings fitted with fire alarm system which is tested on a weekly basis. • All buildings fitted with fire extinguishers • Fire escape routes kept clear and unlocked. • Fire escape routes clearly marked. • All visitors informed of fire safety and evacuation procedures in Welcome Pack staying in the building. • On arrival, the group leader must brief everyone on the fire alarm, escape routes and assembly point. Leaders must familiarise themselves with the displayed evacuation procedure and agree any individual evacuation assistance arrangements with the duty warden before using the accommodation. • All buildings are fitted with signage, emergency lighting and portable fire extinguishers. 	
<p>Fire – Campsite</p> <p>Risk -</p> <p>Injuries associated with large-scale fires, including burns, smoke inhalation, impact injuries from falling materials or explosion debris etc.</p>	<p>Young People</p> <p>Adults</p>	<ul style="list-style-type: none"> • Group leaders must ensure all fires are placed in either a fire pit/altar fire off the ground or designated fire areas. Ground fires are not permitted. • The visiting group must provide suitable firefighting equipment. As a minimum, keep a filled fire bucket near each fire, readily accessible and positioned so it does not create a trip hazard.. • Young people must always be supervised while any fire is lit. • Ensure that the area around the fire is kept clear of wood, tools, cooking equipment. • Ensure that all fires are fully out and no glowing embers at end of day/activity. • Use water if necessary to extinguish remaining embers. • Do not overly build fire up towards the end of the evening to allow it to burn out naturally as much as possible. • Ensure that everyone has correct footwear around campfires at all times. • Ensure that everyone is aware of the likelihood of there being splinters. • Do not build the fire up beyond the capacity of the defined fire pit/altar fire. • Only natural wood may be burnt. Pallets/fencing are strictly prohibited due to nails/treatments etc. • Keep a watch for sparks exiting the fire. • Sit at safe distance from fire. If necessary, move to another area away from fire to avoid direction of wind/smoke. 	

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<p>Trees</p> <p>Risk –</p> <p>Injuries or damage to property caused by falling trees or branches. Injuries including bruising and cuts, concussion, fractures, broken bones, other musculoskeletal injuries.</p>	<p>Young People</p> <p>Adults</p>	<ul style="list-style-type: none"> • Tree management policy in place including regular tree survey by qualified arborist, to identify and remove dead, dying or dangerous trees. • Regular site checks carried out by Tree Surgeon, including removal of dead wood from canopy. • Site checks are carried out after bad weather conditions. Any issues are reported to tree surgeon for further investigation and/or removal. • All site users are asked to be vigilant of trees and report hazards. Group leaders organising camping trips must include hazards of site selection in their risk assessment and training to participants. • Due to summer branch drop or wind damage, tents must be pitched outside of the drip line of any tree at any time. • If winds are predicted to be over 29mph for the duration of your camp, the woods will be closed, and camping will only be permitted in open space away from the fall area of a tree. This will be communicated on arrival by staff and signage. 	
<p>Power Cut</p> <p>Risk –</p> <p>danger or slips, trips and falls caused by lack of lighting in buildings</p>	<p>Young People</p> <p>Adults</p>	<ul style="list-style-type: none"> • All buildings fitted with emergency lighting which illuminates in the case of a power cut. • All emergency exit signs are photo luminescent. 	
<p>Waste Areas</p> <p>Risk-</p> <p>Slips, trips and falls caused by litter on floor. Injuries associated with handling waste, including cuts, grazes and puncture wounds. Infection caused by open cuts coming into contact with waste, or ingestion of waste substances, or presence of vermin.</p>	<p>Young People</p> <p>Adults</p> <p>Staff</p>	<ul style="list-style-type: none"> • Regular collections to ensure waste does not build up above storage capacity by licensed waste contractor. • Area regularly checked and tidied to ensure it is free from trip hazards. • All waste to be placed in bags and put in bin • Large bins provided which do not require any interaction with the waste once placed into the bins. • Staff trained to wear PPE (latex gloves, provided) when handling waste. • All bins have solid lids, and any over-flowing waste cleaned up as soon as it is reported, to prevent vermin being attracted. • Only waste permitted can be placed in bins. No commercial, gas cylinders or waste oil is allowed. 	
<p>LPG Gas Storage</p> <p>Risk –</p> <p>Injuries caused by fire or explosion, due to combustion of gas.</p>	<p>Y</p> <p>Young People</p> <p>Adults</p> <p>Staff</p>	<ul style="list-style-type: none"> • LPG Storage area kept clear of combustible materials to minimise danger of fire. • Clear signage shown on fences to warn of flammable materials. • Gas re-filled only by qualified external contractor (Calor). 	

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Gas appliances Risk – Injuries caused by fire or explosion, due to combustion of gas.	Adults Staff	<ul style="list-style-type: none"> • All gas appliances are subject to a yearly inspection by an appropriately qualified Gas Safe engineer and recorded. • Carbon monoxide (CO) alarms are installed throughout the buildings. Checks are completed and recorded in accordance with the manufacturer's instructions and the site inspection schedule. • Staff are trained to identify electrical hazards, report and how to turn off supply. 	
Electrical faults and Appliances Risk- Injuries caused by improper use of electrical appliances or electrical faults. Injuries including electric shock, electrical burns.	Young People Adults Staff	<ul style="list-style-type: none"> • All fixed electrical systems are inspected every 5 years by approved/licenced contractors and regular overview checks made. • Portable electrical equipment owned by the site is tested on a regular basis. • Defective plugs/equipment reported immediately and taken out of use. • Group Leaders – Have the responsibility that electrical sockets supplied in buildings are not overloaded by extension cables. 	
Play Areas Risk – Sprains Cuts and grazes Broken Bones	Young People Adults	<ul style="list-style-type: none"> • Regular maintenance of play areas • Removal of obstructions and debris • Group Leaders should always provide suitable supervision for Young Members at all times • 	
Toilet Block Risk – Slips trips Hygiene	Young People Adults Staff	<ul style="list-style-type: none"> • Main entrance door to be left open during camp site use • Regular routine inspection of facilities , with clearing and mopping of floors as required • Warning notices identifying risk of slipping 	

Reviewed by: _____ Date: _____ Changes: _____

Checked by Operations Manager: _____ Date: _____